

# Montgomery County Board

## Minutes

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**For Tuesday, February 11th, 2020 – 5:30 PM**

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The following are minutes of a regular meeting of the Montgomery County Board held at 5:30 PM on Tuesday, February 11th, 2020 in the County Board Room, 2<sup>nd</sup> floor of the Historic Courthouse, Hillsboro, Illinois.

**The meeting was called to order by County Board Vice-Chairman Megan Beeler at 5:30 PM.**

**Roll call was taken – 17 members present, 4 members absent. (Chairman Young arrived at end of meeting at 7:30 PM.)**

**Members Present:** Connie Beck, Megan Beeler, Bill Bergen, Tim Fogle, Kirby Furness, Mark Hughes, Sandra Johnson, Jeremy Jones, David Loucks, Dennis McCammack, Gene Miles, Jim Moore, Earlene Robinson, Glenn Savage, Bob Sneed, Richard Wendel, and Donna Yeske.

**Members Absent:** Glenn Bishop, Ronald Deabenderfer, Chuck Graden, and Evan Young. (Young arrived at 7:30 PM)

**Pledge of Allegiance to the flag was led by member Donna Yeske.**

**Mileage and Per Diem Approval:** Motion by Yeske and second by Robinson to approve the mileage and per diem.

**ROLL CALL VOTE** Beck, Beeler, Bergen, Fogle, Furness, Hughes, Johnson, Jones, Loucks, McCammack, Miles, Moore, Robinson, Savage, Sneed, Wendel, and Yeske. **All in favor, motion carried.**

**Approval of Minutes of Previous County Board Meeting:**

**Motion by Sneed and second by McCammack** to approve the Minutes of the previous county board meeting held on Tuesday, January 14<sup>th</sup>, 2020. **All in favor, motion carried.**

### **CONSENT AGENDA:**

- 1. Ambulance Billing Report --** Sherry Greenwood – report was submitted.
- 2. Animal Control Report ----** Amanda Daniels – report was submitted.
- 3. Circuit Clerk's Report ----** Holly Lemons – report was submitted.
- 4. Coroner's Report ---** Randy Leetham was present for questions.
- 5. County Clerk and Recorder's Report ----** Sandy Leitheiser was present for questions and reported her office staff just completed scanning land records from the year 1981. Leitheiser stated these documents can be searched and printed which will create more revenue for the county, and said work will now begin to scan land records from 1980 and older.
- 6. EMA Director's Report --** Greg Nimmo – report was submitted.
- 7. Health & TB Department Report ----** Hugh Satterlee was present for questions.
- 8. Highway Department Report ---** Cody Greenwood was present for questions.
- 9. Probation Office Report ----** Bane Ulrici – report was submitted.
- 10. Public Defender's Report ----** Erin Mattson – report was submitted.
- 11. ROE - Monthly and Quarterly Reports –** Julie Wollerman – report was submitted.
- 12. Sheriff's Report ----** Rick Robbins was present for questions.
- 13. SOA Report ----** Ray Durston – report was submitted.
- 14. State's Attorney Report --** Bryant Hitchings was present for questions.
- 15. Treasurer's Report ----** Nikki Lohman was present for questions.
- 16. V.A.C. Report ----** Dave Strowmatt – report was submitted.

**APPROVAL OF 16 ITEMS ON THE CONSENT AGENDA:** Motion by Miles and second by Furness to approve the 16 items on the Consent Agenda. All in favor, motion carried.

**LIAISON REPORTS:**

- **708 Board** – Robinson stated they met last night and applications are due on March 31<sup>st</sup>, 2020. Application forms have been posted on the county website. Robinson said they have received two applications back so far, and they will meet again in April to review all returned applications.
- **CEFS Board** – Fogle reported CEFS is starting a new marketing promotion of their services offered in the County.
- **911 Board** – Bill Bergen stated he will give an update during his committee report.
- **Health Department** – Sandra Johnson reported the Health Department is currently renovating an office on Front Street in Nokomis to serve clients in the Witt/Nokomis area. She said the new facility will offer services for behavioral and maternal/child cases.
- **IL Association of County Officials** – Bergen stated there was no new update.
- **MCEDC** – Yeske said she will give the report during Economic Development Committee report.
- **Planning Commission** – Deabenderfer was absent.
- **Senior Citizens Board** – Deabenderfer was absent.
- **UCCI** – Miles reported UCCI has scheduled a seminar on February 25<sup>th</sup> from 5:00 to 7:30 pm at the Sangamo Club in Springfield, and an Education Seminar will be held the next day.
- **U of I** – Beck reported there was no meeting.
- **WCDC** – Wendel stated they will meet on February 20<sup>th</sup>, 2020.

**COMMITTEE REPORTS:**

**COORDINATING COMMITTEE:** Given by Vice-Chairman Megan Beeler:

1. **Information Systems Report Update:** Beeler reported IS Manager Curt Watkins recently hired Craig Rhodes as the new IS Technician. She said Watkins will schedule training for employees in March. He reported County Clerk Leitheiser informed him we recently received \$6,000 for another cyber security election grant, and she is applying for more grants.
2. **Census Count Committee Update:** Leitheiser stated a census invitation will be mailed out March 12<sup>th</sup> to March 20<sup>th</sup> inviting Montgomery County residents to take part in the Census. She said the Census Bureau informed her residents with a P.O. Box will not receive an invitation since they can't deliver to P.O. Boxes. Leitheiser stated there will be locations around the county set up to assist citizens as they go online to complete the short Census questionnaire. She also informed members most census taker positions have been hired in the county, and she hopes local residents got these positions.
3. **Central Illinois Public Transportation Ordinance & Resolution Update:** Beeler reported board members will have a 30 day review of the Central Illinois Public Transportation Ordinance and Intergovernmental Agreement.
4. **Montgomery County Housing Authority Annual Update:** Housing Authority manager Kelly Moroney was present and she stated they are working on two projects at this time-one at Long Avenue in Hillsboro replacing the current 50 housing units and the other at the former Brown Shoe location in Litchfield which will provide 47 housing units. She said environmental issues at Brown Shoe have caused them to be behind schedule for

about four months, but renovations are currently taking place. Moroney stated local contractors and jobs have benefited from these projects, as well as the local economy. She also stated five units in “The Hills” Hillsboro project will be targeted for local Veterans, and both projects are scheduled to be completed by the end of this year. Moroney stated next year they will submit an application to demolish and replace the Litchfield Housing buildings.

**ROAD AND BRIDGE COMMITTEE REPORT:** Given by Committee Chairman Gene Miles:

1. **Resolution 2020-02 Authorizing Local Match Funds for Section 09-00132-00-RS Nokomis/Taylorville Road Resurfacing Project Approval:** Miles reported this resolution is for a resurfacing project on the Nokomis Taylorville Road. Montgomery County portion is 20% local match using Federal Aid Matching funds, and the project is scheduled for this summer. **Motion by Miles and second by Furness to approve Resolution 2020-02 authorizing local match funds in the amount of \$300,000 for Section 09-00132-00-RS Nokomis/Taylorville Road Resurfacing Project. All in favor, motion carried. (For copy, see Resolution Book 18, page 23).**
2. **Resolution 2020-03 Authorizing Local Match Funds for Section 17-00140-00-GR Guardrail Improvements Project Approval:** Miles reported this resolution is for guardrail improvements using Federal Aid Match funds in the amount of \$250,000. **Motion by Miles and second by Bergen to approve Resolution 2020-03 authorizing local match funds in the amount of \$250,000 for Section 17-00140-00-GR Guardrail Improvements Project. All in favor, motion carried. This is for guardrail improvements on County Highways. (For copy, see Resolution Book 18, page 24).**
3. **Services for Right of Way Acquisition for Section 15-00138-00-BR Whitetown Bridge Project Approval:** Miles reported he was given a proposal from Prairie Engineers to perform work to acquire the right of way for the Whitetown Bridge Project. He said there are 9 parcels involved. Prairie Engineers would coordinate with IDOT and their scope of work included doing title search and land acquisition work. Miles said the expense would come out of the Federal Aid Match funds. **Motion by Miles and second by McCammack to approve the proposal from Prairie Engineers in the amount of \$19,650 to perform services for right of way acquisition for Section 15-00138-00-BR Whitetown Bridge Project. All in favor, motion carried.**
4. **Walshville Street Issues Update:** Miles said he received a call from one of the Walshville Trustees stating some property owners along the proposed road re-route will not give up their land to construct the new road. Miles stated when three of their Village Officials attended a Road and Bridge Committee meeting several months ago. They said they were going to help with the land acquisition to build the new road. Miles stated he and Engineer Greenwood will meet with the Walshville Trustee tomorrow morning regarding this project.
5. **Other Business Update/Approval:** Miles reported member Donna Yeske called him to ask if the Highway Department could help with some drainage and signage issues on the bike trail located in Waggoner, and this topic will be discussed.

**FINANCE COMMITTEE REPORT:** Given by Committee Chairwoman Megan Beeler:

1. **IRS Mileage Rate Approval:** Beeler said the committee reviewed the new rates from the IRS with the new 2020 IRS Mileage rate of \$.575 per mile. **Motion by Beeler and second by Yeske to approve the new IRS mileage reimbursement in the amount of \$.575 per mile. All in favor, motion carried.**

2. **Capital Improvement Fund Reports Update:** Beeler reported the Committee reviewed the Capital Improvement Fund reports submitted by the Treasurer and stated the county received about \$18,000 in coal royalty revenue.
3. **IMRF Legislation Update:** Beeler stated our actual rate of return for 2020 arrived last week and informed members the fund balance shows an increase due to better stock market investment returns in 2019.
4. **Foresight Energy Proposal Approval:** Beeler reported the committee met in a prior Finance committee meeting with Foresight Energy representatives regarding a proposal to amend the coal royalty percentage from the 2004 Coal Rights Purchase Agreement. She said they were informed Foresight Energy is going to creditors and vendors for concessions to free up some cash in order to mine coal for upcoming contracts. **Motion by Beeler and second by Hughes to reduce the coal royalties to 1.5% until December 31<sup>st</sup>, 2020; then the royalty will revert back to the original purchase agreement of 2%.** Hughes asked if we know how many local vendors the coal mine owes money to, and Beeler responded the committee discussed prioritizing payment to these local vendors as a condition of the agreement, but we can't legally make this requirement. Jones asked when the longwall will start up, and Beeler stated they expect it will be in full swing in August of this year. Fogle asked if we can suggest to them in fair negotiations to pay our local vendors first, and State's Attorney Hitchings was present and stated it is possible to put this language in the contract, but it may not be legally binding. **All in favor, motion carried.**
5. **Circuit Clerk FY 2019 Audit Update:** Beeler reported the committee reviewed the exception report last month, and now we are waiting on the financial part of the report from KEB.
6. **Finance/Budget Control Policies and Procedures Update:** Beeler reported she has several examples from other counties of Finance/Budget control policies and member Fogle has offered to help her draft some policies for Montgomery County.
7. **Resolution Committing Certain Montgomery County Revenues to Specified Expenditures Update:** Beeler reported she has been in communication with KEB regarding this resolution, and it will be revised and presented to Finance Committee for a recommendation next month.
8. **ETSB/911 Dispatching Services FY 2020 Budget Proposal Approval:** Beeler reported we asked the ETSB Board to come back with an offer for them to stay in Montgomery County and not consolidate with Christian and Shelby counties. **Motion by Beeler and second by Bergen to recommend the FY 2020 budget approval for one year without the \$50,000 loan or the admin fees pending ETSB Board approval.** Member Bergen stated the 911 Board wanted a budget with no loan or fees and presented a six year budget for projections; however they understand this is a one year agreement. Bergen said he will take this agreement back to the ETSB board for their approval. Furness stated this has situation been going on since last April, and he felt the three counties would have been better together because there would be a bigger pool of money to run 911 services. Furness said he doesn't have much faith in how the State of Illinois' manages money, and the Governor will cut schools about 15% next year. Furness added the Illinois State Police doesn't have money either; and before 2017 when new legislation passed, we were taxed \$.87 on phone lines and we are now taxed over \$1.30. He said if we had been getting what we should have been getting, this wouldn't be a problem. Furness said he was comfortable with Bill Bergen's numbers; but if the state comes and cuts again, we will be in a problem again. Beeler said the ETSB board meets next week on February 20<sup>th</sup>, 2020, at 7:00 pm, and this issue may be resolved then. **All in favor, motion carried.**

9. **Operational Contract/Agreement between the Sheriff's Office and the ETSB Board Update:** Beeler stated we will table this issue until next month because board members don't have an agreement document to review. Sheriff Robbins said he plans to sign the agreement since it is with the Sheriff's office so this transition can move forward.
10. **New Highway Department Property Purchase Update:** Beeler stated the Road and Bridge Committee discussed repaying the County for the \$600,000 purchase of the Wright Automotive Property last year. She said they agreed to pay back \$300,000 over 10 years for \$30,000 per year with payments going to the coal fund 375. Beeler also stated any proceeds from the sale of the current Highway Department location would go to the County General Fund. She said the Highway Department's budget also used \$300,000 budgeted from coal money for the Irving Road project. Board member Hughes asked why the committee met in closed session to discuss the repayment of the new Highway Department property because this discussion is about a transfer of public funds. Beeler the closed session was justified because this is technically a real estate purchase and the Highway Department is a separate entity and levies its own funds. She said at the Road and Bridge's January committee meeting the committee also discussed the appraisal of the current property, which qualifies for closed session. Hughes asked if other committee closed sessions were held on this topic, and Beeler stated we will look at those meeting minutes to check this out. State's Attorney Hitchings stated we should be citing the purpose of why we are going into executive sessions. County Clerk Leitheiser stated she has provided a list of the categories Illinois law allows to enter into executive session for County Board members.
11. **Pre-paid Vendor List Revisions Approval:** Beeler stated the revised list was distributed last month for everyone to review and there has been no feedback for any revisions. **Motion by Beeler and second by Loucks to approve the revision to the Pre-Paid Vendor's List. All in favor, motion carried.**

**H.W.E. COMMITTEE REPORT:** Given by Committee Vice Chairwoman Sandra Johnson:

1. **Elections Update:** Johnson deferred to County Clerk Leitheiser, who gave members updates about the upcoming election and stated her office has had decent activity for early voting and voting by mail so far.
2. **EPA Report Update:** Johnson reported EPA Inspector Bill Gonet's last day will be Friday, February 28<sup>th</sup>, 2020; and informed everyone they are invited to a retirement party on his last day.
3. **Recycling Program and Events Update:** Johnson reported the following:
  - a. DC Waste submitted a proposal for the recycling equipment and supplies during the executive session.
  - b. Electronics Recycling Drive with BLH Computers will be held on Saturday, October 17<sup>th</sup>, 2020 at a location to be announced in Hillsboro.
  - c. The committee approved putting all the recycling equipment and supplies in the surplus auction.
4. **Animal Control Facility Program Update:**
  - a. Municipal Contracts – Johnson stated Animal Control Warden Amanda Daniels looked at the Rabies Tag/Registration database, and it appears there are about 16,000 pets with expired rabies tags. Johnson stated this is an approximate loss of revenue in the amount of \$40,000 per year. She said the committee also discussed options of sending out notices to pet owners letting them know the requirement to pay pet registration fees required for pets living in Montgomery County. Johnson said Daniels will bring more information to next month's

meeting, and a plan will be made to get notices out to pet owners. She said several municipalities have asked for a mayor's meeting, and Chairman Young said he will try to schedule one early next March.

5. **Executive Session for Personnel/Litigation/Property Acquisition/Leasing County Property Approval:** Motion by Johnson and second by Savage to enter into executive session to discuss leasing county property. All in favor, motion carried.

Motion by Robinson and second by Miles to come out of executive session. All in favor, motion carried.

Johnson stated the HWE Committee will draft a counter proposal for leasing county property for State's Attorney Hitchings to review, and they will come back next month to the full County Board meeting with a recommendation.

**BUILDING & GROUNDS COMMITTEE REPORT:** Given by Committee Chairman Bob Sneed:

1. **Maintenance and Cleaning Issues and Report Update:** Sneed reported maintenance staff has been working on several issues, and the committee approved spending \$1,600 to replace nine lights in the lobby of the Jail with LED fixtures. Sneed reported he is also getting proposals to replace outside lights at the Courthouse Complex and Jail. The generator at the Jail was repaired for \$2,100.
2. **Open Bids for County Farm Approval:** Sneed reported the committee opened and reviewed seven bids submitted for the County Farm. **Motion by Sneed and second by Furness to approve the high bid from Jason Anderson in the amount of \$281 per acre to lease the County Farm. All in favor, motion carried. Motion by Sneed and second by Beck to approve the three year agreement with Jason Anderson to lease the County Farm for the amount of \$281 per acre. All in favor, motion carried.**
3. **Johnson Controls Service Contract Renewal Approval:** Sneed reported we received our maintenance service contract renewal from Johnson Controls in the amount of \$5,919. He said the committee discussed and approved for Sneed to call Johnson Controls to check on the price, and the negotiated maintenance contract is a savings of about \$525 over the three years. **Motion by Sneed and second by McCammack to approve the three year maintenance agreement with Johnson Controls in the amount of \$5,753 for the first year, \$5,926 for the second year and \$6,104 for the third year. All in favor, motion carried.**
4. **Surplus Auction Update:** Sneed reported the surplus auction will be held in April when weather permits.

Member Earlene Robinson left the meeting.

**ECONOMIC DEVELOPMENT COMMITTEE REPORT:** Given By Committee Chairwoman Donna Yeske:

1. **MCEDC Update:**
  - Revolving Loan Fund Update/Approval: Yeske stated the Revolving Loan Fund account is being paid.
2. **Tourism Update:** Yeske reported there are three drafts of Tourism Videos ready for Belusko to review.
3. **Applications for Event Funding-Tourism Financial Assistance Update:** Yeske said the grant applications for Round two are due March 27<sup>th</sup>, 2020. She said the committee will review and approve them at their meeting on April 6<sup>th</sup>, 2020, and this grant cycle will cover events from April 15<sup>th</sup> through November 30<sup>th</sup>, 2020. Yeske stated the committee

discussed possibly changing the maximum grant award of \$1,000 because we don't know how many organizations will apply.

4. **CEDS Document Update:** Yeske stated the CEDS document is currently being prepared by the U of I Extension Service.
5. **Planning Commission Update:** Yeske reported the Planning Commission continues to work on the Wind Farm Siting Ordinance. She said she understands there is a potential of a wind farm location in the northern part of our county at this time.

**E.M.A and AMBULANCE REPORT:** Given by Committee Chairman Bill Bergen:

1. **Ambulance Billing Update:** Bergen reported he participated in a Webinar on February 4<sup>th</sup>, 2020 offered by Tri Tech billing software. (Chairman Evan Young arrives to meeting.)
2. **EMA Director's Report Update:** Bergen stated we just received a letter from the IEMA Director stating the Christian and Montgomery County EMA Office request for consolidation and Intergovernmental Agreement with Addendum A has been approved. **(For copy, see Resolution Book 18, pages 25-26).** He said Christian/Montgomery County EMA Director Greg Nimmo reported the transition to combine the EMA Offices for Christian and Montgomery Counties is going well.
3. **Other Business Update:** Bergen introduced new 911 Director Ed Boyd, who was in attendance, and also thanked the Finance Committee for their work on the ETSB budget. Member Sneed thanked Bergen for all his efforts on the ETSB budget. He stated if it wasn't for Bill Bergen, Montgomery County wouldn't have kept 911 in the county.

**PERSONNEL COMMITTEE REPORT:** Given by Committee Chairman Kirby Furness:

1. **Employee Health Insurance and HRA Report Update:**
  - a. Monthly HRA report: Furness reported the HRA used \$7,004 to date.
2. **Employee Personnel Manual Update:**
  - a. Revised Drug Policy addressing Cannabis usage: Furness reported the committee reviewed the revised sample policy from ICRMT regarding Drug, Alcohol and Cannabis and it will be sent to State's Attorney Bryant Hitchings for his review and recommendation. Hitchings stated he might have these tasks completed by the end of this month.
3. **Grievance Discussion with Local 148 – Circuit Clerk's Union Update:** Furness reported the committee met with Local 148 representatives and the grievance has been dropped by the Union.
4. **Employee Time Keeping in Appointed Offices Update:** Furness reported the committee discussed a few different options for keeping track of employee's timekeeping, including clocking in and out according to new legal requirements provided in a recent newsletter from Illinois Association of County Officials. He reported a time clock was purchased and installed for the employees in the basement of the New Courthouse.

**APPROVAL OF 8 COMMITTEE REPORTS & MINUTES:**

Motion by Loucks and second by Sneed to approve the eight committee reports and minutes. All in favor, motion carried.

**APPOINTMENTS:**

Motion by Yeske and second by Johnson to appoint James Holiday to the 911/ETSB Board for a 3 year term. All in favor, motion carried.

**Motion by Young and second by Furness to appoint Michael Smalley to the 911/ETSB Board for a 3 year term. All in favor, motion carried.**

**Motion by Bergen and second by Moore to re-appoint David Beal to the 911/ETSB Board for a 3 year term. All in favor, motion carried.**

**Motion by Moore and second by Sneed to re-appoint Daniel Fenton to the Shoal Creek Fire Protection District Board of Trustees for a 3 year term. All in favor, motion carried.**

**PUBLIC COMMENTS:** County Resident Patty Whitworth was in attendance and stated as a member of the local DAR chapter, she wanted to bring awareness about the County's 200<sup>th</sup> Birthday and Bi-centennial next year on February 21<sup>st</sup>. 2021. She said the DAR, Hillsboro Rotary and other organizations she is affiliated with are interested in history; and she feels there should be different organizations from throughout the county invited to participate in organizing events for the birthday celebration. Member Yeske stated they have been talking about this issue at their Economic Development committee meetings and said we need to branch out with other committees. Whitworth stated with county board members representing all parts of the county, they should be the leaders in planning bicentennial events and activities and no part of the county should be left out. Chairman Even Young suggested Whitworth contact all the county fire departments to get involved with the celebrations.

**PAY BILLS:**

1. **Approval to Pay Any Invoices to Adams PC and Books & Moore, and Point of Light**  
**Motion by Sneed and second by Furness to pay any invoices for Adams, PC and Book & Moore and Point of Light. Voice Vote: In favor – 16, Against – 0, Absent -4 Abstain – 1 (Moore). Motion carried.**
2. **Motion by Young and second by Fogle to pay all other approved bills. All in favor, motion carried.**

**ADJOURN:**

**Until the Full Board on Tuesday, March 10th, 2020 at 5:30 PM in the County Board Room, Hillsboro, Illinois.**

**Motion by Loucks and second by Fogle to adjourn the Full Board Meeting. All in favor, motion carried.** Meeting Adjourned at 7:40 PM. Minutes respectfully recorded and submitted by Montgomery County Clerk and Recorder Sandy Leitheiser.