

Montgomery County Board

Coordinating Committee Meeting Minutes

Date: Tuesday, February 25th, 2020

Time: 8:30 am – County Board Room

Members Present: Evan Young, Chuck Graden, Bill Bergen, Kirby Furness and Bob Sneed

Members Absent: Megan Beeler, Gene Miles and Donna Yeske

Others Present: Bill Schroeder, Sandy Leitheiser, Nikki Lohman and Curt Watkins

The committee met today to discuss the following:

Coordinating Committee: Evan Young, Board Chairman:

1. **Information Systems Report Update/Approval:** Curt Watkins reported they received 95 work order tickets in January which is up from 56 tickets in December. Watkins stated the Voters Registration server is a work in process because they have to work on it after hours. The Financial servers have been upgraded and making software more secure to use. The new Security video is not here yet and will be paid for by the court funds. Watkins stated a virtualization backup will be able to restore a whole server back the way it was at a certain point of time if there was a ransom virus. Watkins reported they are working on network segmentation and ran new fiber connections for our buildings in the secure data room. Watkins stated Matt was working on setting up emails for the 708 Board members and they are paying for their emails. The 708 Board is also working with Google docs to be able to share their minutes, agendas and grant applications. Watkins stated they have been working with the Sheriff's Office 911 upgrades to communicate with Christian County. 911 will be paying for a fiber connection that was requested by our vendor GTSL. We will be receiving about \$6,000 from a cyber security grant to purchase a switch to allow fiber to manage for what network traffic needs to go where. Sexual Harassment training will be rolled out in March and is about 60 minutes in length. On average there are about 12% employees that have not taken the cyber security training.
2. **Census Count Committee Update/Approval:** Leitheiser reported she and Coordinator Daniels attended a Senior Citizen meeting in Litchfield on Sunday and gave a presentation regarding the Census. Census Bureau Representative Tim Marshall is coming this Friday and Macoupin County Health Department is coming on Thursday to meet about what they are doing. Leitheiser stated Farm Bureau Manager Katie Wilson got a laptop to help assist farm bureau members with their census information on line. Leitheiser shared that it will cost about \$1,400 per person for government services for each person not counted.
3. **Mayor's Meeting Scheduled for Wednesday, March 11th, 2020 at 5:45 pm Update/Approval:** Young reported he has scheduled a Mayor's meeting for March 11th at 5:45 pm in the County Board Room.
4. **Other Business Update/Approval:** Young reported he received a revised Intergovernmental Agreement for Centralized Emergency Dispatch Center from Sheriff Robbins. Leitheiser stated the Montgomery County Water Company sold out to EJ Cooperative in Dietricht, Illinois.

Building & Grounds Committee: Bob Sneed, Chairman -

1. **Maintenance and Cleaning Issues and Report Update/Approval:**
 - Proposal to fix steps at Historic Courthouse – The committee will review and discuss.
 - Historic Courthouse Boiler passed inspection on February 21st, 2020.
2. **Insurance Claim for Annex Building Roof Update/Approval:** Sneed reported he is working with Eric Braasch with Scheller Insurance to negotiate on an insurance claim for the Annex Building Roof damage.
3. **Executive Session to Discuss Litigation/Contractual Negotiations Update/Approval: (not needed)**
4. **Sidewalk Repairs Around the Historic Courthouse Update/Approval:** Sneed reported he continues to work on getting information for the concrete work to repair/replace the sidewalks around the Historic Courthouse.
5. **Imagine Hillsboro Mural on the Annex Building North Wall Update/Approval:** Clerk Leitheiser stated she has been requested to share an idea from Imagine Hillsboro fundraising to paint a mural on the Annex Building north wall. Imagine Hillsboro is also interested in putting a mural on the building at the plaza across the street.
6. **Other Business Update/Approval:** none

Economic Development Committee: Donna Yeske, Chairman –

1. **MCEDC Update/Approval:** The committee will discuss.
 - Revolving Loan Fund Update/Approval:
2. **Tourism Update/Approval:** The Committee will discuss.
3. **Applications for Event Funding (Tourism) Update/Approval:** Applications are being accepted for Round 2 for the Tourism Grant.
4. **West Central Development Update/Approval:** The committee will discuss.
5. **CEDS Document Update/Approval:** Young reported there was a meeting last week.
6. **Planning Commission Update/Approval:** The Planning Commission is working on the Wind Ordinance revisions and will meet again on Wednesday, March 11th, 2020 in the Conference Room.
7. **Wind Ordinance Amendments Update/Approval:** Planning Commission is working on.
8. **Bike Trail Update/Approval:** The committee will discuss.
9. **Other Business Update/Approval:** None.

E.M.A./Ambulance Committee: Bill Bergen, Chairman -

1. **EMA Report Update/Approval:** Greg Nimmo will share his report.
2. **Ambulance Billing Office Update/Approval:** Sherry Greenwood will report.
3. **ETSB Update/Approval:** Bergen stated they approved the one year budget and new contract. Darrin Beckman will be the new chairman. Gasparich has resigned from the 911 Board. Gasparich will need to be replaced.
4. **Other Business Update/Approval:** The employees are using their new time clock and will need to punch in and out for lunch. Bergen reported the Litchfield Newspaper had a negative article regarding the ambulance billing last Friday. Special Meeting on March 5th, 2020 to review bid specs for the new equipment. We are now on the agenda for Motorola for the new software. Treasurer Lohman stated she sent a grant signoff sheet for 2019 grants received for ETSB to Nimmo and hasn't received it back yet. Furness suggested the EMA Committee keep track of the appointments and expiration dates for ETSB Board members.

Finance Committee: Megan Beeler, Chairman -

1. **SOA Report Update/Approval:** Durston will share his report.
2. **Capital Improvement Fund Reports Update/Approval:** The committee reviewed and discussed the Capital Improvement report.
3. **IMRF Update/Approval:** Lohman reported there have been no changes in the new State Statute regarding board members collecting an IMRF pension and Per Diem. This will take place in November of this year.
4. **Foresight Energy Update/Approval:** The Committee will discuss.
5. **Finance/Budget Control Policies and Procedures Update/Approval:** Beeler is working on a draft with Tim Fogle.
6. **KEB Engagement Letter Update/Approval:** Lohman stated she has reviewed the engagement letter and Megan Beeler's questions and concerns. A signed contract for 2019 audit has not been found but there was \$50,000 put in the budget for auditing services. Lohman has questions regarding the \$8,000 extra fees we were charged for last year's audit and Beeler has been addressing it with KEB. The new KEB engagement letter proposes a price of \$49,400 to complete next year's audit.
7. **Policy for Bidding out Professional Services Update/Approval:** The committee will discuss.
8. **Resolution Committing Certain Montgomery County Revenues to Specified Expenditures Update/Approval:** Leitheiser stated KEB Auditor Rick Gratza suggested this Resolution after last year's audit and it was revised by Gratza last month. Young stated he spoke with Beeler and she will contact Gratza to see if this Resolution has to be done.
9. **Intergovernmental Agreement Centralized Emergency Dispatch Center Update/Approval:** Revised Agreement was submitted by Sheriff Robbins.
10. **Resolution to Convey Trustee Deed for Parcel ID #21-19-324-006 in East Fork Township to Patricia A. Ryan Russo Update/Approval**

11. **Surveyor Fee for County Trustee Corrected Deed for Taylor Springs Update/Approval:**
12. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
13. **Other Business Update/Approval: None**

HWE Committee: Chuck Graden, Chairman -

1. **Elections Update/Approval:** Clerk Leitheiser stated early voting is going slow and they have one early voting clerk right now. The primary election is on March 17th, 2020 and vote by mail and early voting is about 300 at this point. Leitheiser stated she attended a hearing yesterday in Springfield for automatic voting issues. Senior legal counsel was there to answer questions.
2. **EPA Report Update/Approval:**
 - EPA Inspector Bill Gonet is retiring and his last day is this Friday, February 28th, 2020. Cake and Punch will be served from 11:30 am to 1:30 pm.
3. **Recycling Program and Events Update/Approval:**
 - DC Waste Proposal – Will present
4. **Animal Control Facility Program Update/Approval:**
 - Municipal Contracts will be discussed at the Mayor's Meeting on March 11th, 2020.
5. **Executive Session for Personnel/Litigation/Property Lease/Acquisition Update/Approval: (if needed)**
6. **Other Business Update/Approval: None**

Personnel Committee: Kirby Furness, Chairman -

1. **Employee Health Insurance Update/Approval:** Furness will contact Tony Johnston to attend the committee meeting and the Monthly HRA report will be discussed. Lohman reported there were issues getting signed Aflac insurance forms back from employees and she is working with the Aflac representative.
2. **Employee Personnel Manual Update/Approval:**
 - Supplemental Employee Policies Recommended by ICRMT – The Sexual Harassment Policy will be reviewed and discussed.
3. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval: If needed**
4. **Other Business Update/Approval: none**

Road & Bridge Committee: Gene Miles, Chairman –

1. **Highway Department Building Improvements Update/Approval:** The committee will discuss. Young stated the walls are all out of the old dealership repair shop.
2. **Walshville Street Issues Update/Approval:** The committee will discuss.
3. **Executive Session to Discuss Personnel/Litigation/Contractual/Property Acquisition Update/Approval: (not needed)**
4. **Other Business Update/Approval: none**

Public Comments: Bill Schroeder asked if the county gains anything from the deeds recorded from County Trustee. Leitheiser gave an update on the Tax Sale Process. Schroeder asked about the 2% royalty from the sale of coal less some exemptions/deductions. Schroeder stated it actually comes out to about 1.5% after the deductions. The county board just reduced the royalties from 2% to 1.5% last month, so now it will net about 1%. Schroeder asked if scale receipts are audited and shared his concern over what is and isn't reported on coal sales. Lohman will ask if they can include more information about the coal sales when they send the royalty checks. Young reported he hasn't signed the agreement yet to lower the percentage on coal sales. Furness stated at the last board meeting he asked for language to be put in the contract to address the issue of the coal mine paying local vendors first if we lower the royalty. Young stated the States Attorney was at the meeting and he stated this language may not be legally binding. Young will follow up with Hitchings.

Motion to Adjourn by Furness and second by Sneed. All in favor, motion carried.

Meeting adjourned at 10:50 am. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

Montgomery County Board

Buildings & Grounds Meeting Minutes

Date: Friday, March 6th, 2020

Time: 8:30 AM – County Board Room

Members Present: Bob Sneed, Chuck Graden, Jeremy Jones, Dennis McCammack, Gene Miles, Richard Wendel, and Evan Young

Members Absent: Glenn Bishop

Others Present: None

The committee met today to discuss the following:

1. **Maintenance and Cleaning Issues and Report Update/Approval:**
 - Proposal to fix steps at Historic Courthouse – **Motion by Miles and second by McCammack to approve the proposal from JoAnn Seward to repair the steps at the North entrance of the Historic Courthouse in the amount of \$1,610.**
 - Historic Courthouse Boiler passed inspection on February 21st, 2020 and lights have been installed at the Jail.
 - Trees in front of New Courthouse. The committee discussed an email from Holly Lemons regarding taking out some small dead trees and replace with some bushes for \$100. **Motion by Jones and second by Wendel to pay the invoice for the new landscaping in the amount of \$100. All in favor, motion carried.**
3. **LED Lighting Proposal at the New Courthouse Update/Approval:** Sneed reported he received a proposal from Hillsboro Electric to replace LED light fixtures in the back of the New Courthouse for \$4,500. Ameren will give a rebate in the amount of \$2,080.80 leaving a balance of \$2,442.35 to be paid by the County. **Motion by Jones and second by McCammack to approve the proposal from Hillsboro Electric to replace the outside lights behind the New Courthouse in the amount of \$4,523.15 with an Ameren rebate of \$2,080.80. All in favor, motion carried.** The cost to the county is \$2,442.35.
4. **Generators at the Jail and the New Courthouse Update/Approval:** Sneed reported the Sheriff is looking at maintenance contracts for the two generators. Sneed shared a Planned Service Agreement proposal from Luby Equipment Services for the committee to review. The committee reviewed a proposal from Luby Equipment to service the two generators in the amount of \$2,895.33. **Motion by McCammack and second by Jones to approve the proposal from Luby Equipment in the amount of \$2,895.33 to service the two generators. All in favor, motion carried.**
5. **Insurance Claim for Annex Building Roof Update/Approval:** Sneed reported we received a response from the insurance claim for the Annex Building roof. The adjuster gave a response and made it two claims with a \$10,000 deductible for each. One claim was for the damage caused by the raccoons and the other was for wind damage. Sneed stated we asked for them to re-visit the claim and get back to us. The committee reviewed and discussed a second and final claim report we received yesterday for the roof damage. Sneed reported Eric Braasch sent the report to Young's Roofing to review and will advise us on the claim.
6. **Sidewalk Repairs Around the Historic Courthouse Update/Approval:** Sneed reported he continues to work on getting an estimate from the City of Hillsboro on the replacement cost of the sidewalks around the Historic Courthouse.
7. **Imagine Hillsboro Mural on the Annex Building North Wall Update/Approval:** Sneed reported Imagine Hillsboro has asked if they can install a mural on the north wall of the Annex Building. Imagine Hillsboro will be contacted to ask them what they have in mind to put on the wall.

8. **Executive Session to Discuss Litigation/Contractual Negotiations Update/Approval:** (not needed).
9. **Other Business Update/Approval:** Evan Young congratulated Jeremy Jones on being selected to serve as Secretary on the West Central Development Board and told him that he needs to share factual information with others when reporting. Young stated he received word that Jones stated at the last WCDC meeting that the coal mine would be running two long wall operations and will be producing 7,000 of coal per year. Young stated he spoke with coal mine management this morning and that statement is not true. Jones stated he just shared information that other coal mine employees told him and he feels he is called out and targeted whenever he shares information. Young replied the information he shares needs to be factual from coal mine management.

10. Public Comments: None

Motion by Wendel and second by Graden to pay the bills. Motion carried.

Motion by Wendel and second by to Jones adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 9:25 am. Minutes respectfully submitted by acting secretary Chris Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.

Montgomery County Board

Economic Development Committee Meeting Minutes

Date: Tuesday, March 2nd, 2020

Time: 5:30 pm– County Board Room

Members Present: Donna Yeske, Ron Deabenderfer, Mark Hughes, Glenn Savage and Evan Young

Members Absent: Dennis McCammack and Tim Fogle

Others Present: Sandy Leitheiser

The committee met today to discuss the following:

1. **MCEDC Update/Approval:** Yeske reported the RLF is doing OK.
 - Revolving Loan Fund Update/Approval:
2. **Tourism Update/Approval:** The committee discussed an email from Great Rivers and Routes requesting a support letter or resolution from Montgomery County to represent us as our Tourism Bureau. Coordinator Daniels stated Chairman Young has already signed a support letter and will follow up to see if a resolution is needed as well. If it is required, we will address it at the next full board meeting.
3. **Applications for Event Funding (Tourism) Update/Approval:** The committee discussed the deadline of March 27th for organizations wanting to submit an event funding tourism grant. The committee will then review the applications and make awards at their next committee meeting. There have been four applications turned in so far.
4. **West Central Development Update/Approval:** Young reported Jeremy Jones is now serving as the Secretary for WCDC board. Savage recommends we keep a presence on their Policy board.
5. **CEDS Document Update/Approval:** Young reported there was a meeting on February 25th, 2020 and this topic will also be discussed at the Mayors Meeting on March 11th, 2020.
6. **Planning Commission Update/Approval:** The Planning Commission had to cancel their last scheduled meeting.
7. **Wind Siting Ordinance Amendments Update/Approval:** Yeske reported the Planning Commission is working on scheduling their next meeting to discuss the Wind Siting Ordinance. There are five lease agreements for Wind projects in Montgomery County.
8. **Bike Trail Update/Approval:** Nothing new to report.
9. **Other Business Update/Approval:** Young reported there is a good chance for a huge 6,000 solar Farm project in Christian County.
10. **Public Comments:** None

There are no bills this month.

Motion by Hughes and second by Savage to adjourn the meeting. All in favor, motion carried.

Meeting was adjourned at 6:25 pm.

The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

Montgomery County Board EMA Committee Meeting Minutes

Date: Monday, March 2nd, 2020

Time: 4:00 pm – EMA Office

Members Present: Chair – Bill Bergen, Vice Chair – Chuck Graden, Connie Beck, Jeremy Jones, Richard Wendel and Evan Young

Members Absent: Tim Fogle

Others Present: Mona Lewis

The committee met today to discuss the following:

1. **Ambulance Billing:** Mona Lewis reported the City of Litchfield Ambulance reports have been boxed up.
 - Monthly Report – Will be completed when Greenwood comes back to work.
 - Ambulance Contracts – Nothing new.
 - Litchfield News Article – The committee reviewed the Litchfield News Herald Article regarding the termination of the Ambulance Billing Services with the City of Litchfield submitted by Publisher John Hannafin.
 - Soda Fund – Mona Lewis stated employees in the building are upset because they were told to stop supplying soda for sale in their office. Coordinator Daniels will contact Sheriff Robbins to make sure John Snoddy comes on a regular basis to replenish the vending machines.
2. **EMA Director's Report:**
 - Chris-Mont EMA report – Director Nimmo stated he will email an official report later. A weather spotter's class is being offered at LLCC on Thursday at 6:30 pm and another in Christian County on March 11th, 2020. Nimmo reported he will be attending a Coronavirus meeting tomorrow at 9:30 am in Christian County and Chairman Young is invited. The Health Departments in Christian and Montgomery Counties have plans and currently there are no masks available and no vaccines. Nimmo reported they are working in the EOP for Long Term Recovery.
3. **EMA Old Business:** Nimmo reported Ed Boyd has been appointed as the 911 Administrator at their last meeting and a special meeting is scheduled on March 5th, 2020 to review the 911 Equipment Bid Specifications.
4. **EMA New Business:**
 - None
5. **Executive Session:** *(not needed)*
6. **Open Discussion:** Bergen shared a document sharing ten tips on Ambulance billing collections and stated he will go over the information with the billing staff.
7. **Public Comments:** None
8. **Pay EMA and/or Ambulance Bills:** Motion by Wendel and second by Beck to pay the bills. All in favor, motion carried.

Motion to Adjourn by Wendel and second by Beck. All in favor, motion carried. . . .
Meeting adjourned at 5:00 pm.

The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

Montgomery County Board Finance Committee Minutes

Date: Wednesday, March 4th, 2020

Time: 3:00 pm - County Board Room

Members Present: Megan Beeler, Jim Moore, Earlene Robinson, Bob Sneed and Chairman Evan Young.

Members Absent: Kirby Furness and David Loucks

Others Present: Ray Durston, Rick Robbins, Sandy Leitheiser, Tim Fogle, Nikki Lohman,
Holly Lemons, Mark Hughes

The Committee met today to discuss the following:

1. **SOA Report Update/Approval:** Durston shared his report. Durston would like to schedule another meeting with taxing bodies to review the options of VISTRA's proposal.
2. **Capital Improvement Fund Reports Update/Approval:** The committee reviewed the Capital Improvement Fund and recycling revenues have been deposited into the Coal fund office 375.
3. **IMRF Update/Approval:** There have not been any new legislative updates since last month.
4. **Foresight Energy Agreement Update/Approval:** The committee reviewed the revised Amendment to Purchase Agreement between Montgomery County and Colt LLC drafted by the States Attorney's Office. The revised agreement was presented to the Finance Committee last month by Foresight Energy asking for some concessions in the Royalty payments. The original agreement was approved in 2004 for 2% royalty. The County Board approved last month to decrease the coal royalty to 1.5%. States Attorney Hitchings also added a sentence that the Purchaser must provide a monthly accounting of all coal sold within 7 business days of the last day of every month. **Motion by Moore and second by Robinson to recommend the approval of the Amendment to Purchase Agreement to the full board. All in favor, motion carried.**
5. **Finance/Budget Control Policies and Procedures Update/Approval:** Beeler stated she and Tim Fogle are still reviewing the sample policies from other counties and will report next month.
6. **KEB Engagement Letter Update/Approval:** The committee reviewed and discussed the KEB auditing services Engagement Letter dated February 12th, 2020 and some additional itemized billing items from 2018. Beeler is questioning the additional billing for correspondence services and is OK with mileage charges. Lohman stated we did not get an engagement letter/contract for last year.
7. **Policy for Bidding out Professional Services Update/Approval:** Beeler reported we need to look at our policy for bidding out professional services and get a list together of what can be bid out. Committee discussed bidding out the Auditing Services for next year.
8. **Resolution Committing Certain Montgomery County Revenues to Specified Expenditures Update/Approval:** The committee reviewed and discussed the revised Resolution Committing Certain Montgomery County Revenues to Specified Expenditures that was recommended last year by Rick Gratza of KEB. The section referring to the recycling program revenue will be deleted since we don't have the program anymore. Beeler stated the audit general fund doesn't match our general fund and this resolution would help clarify the difference. Beeler stated this resolution doesn't have to be adopted.
9. **Intergovernmental Agreement Centralized Emergency Dispatch Center Update/Approval:** The committee reviewed the revised Intergovernmental Agreement Centralized Emergency Dispatch Center as prepared by Sheriff Robbins. The ETSB Board has already approved this

Intergovernmental Agreement. **Motion by Sneed and second by Robinson to recommend the Intergovernmental Agreement Centralized Emergency Dispatch Center between Montgomery County and ETSB. All in favor, motion carried.**

10. Resolution to Convey Deed for Parcel ID #21-19-327-006 in East Fork Township to Patricia A Ryan Russo Update/Approval: Motion by Robinson and second by Moore to approve the Resolution to Convey Deed for Parcel ID #21-19-327-006 in East Fork Township to Patricia A. Ryan Russo. All in favor, motion carried.

11. Surveyor Fee for County Trustee Corrected Deed for Taylor Springs Update/Approval: The committee reviewed and discussed the invoice from Nail Surveying in regards to his work for a parcel in Taylor Springs. Nail discovered the deed had an incurred legal description and he had to do a lot of research to figure out when and how the error occurred. Nail explained his invoice of \$2,000 was twice the amount due to the extra research. The Village of Taylor Springs paid \$1,000 and asked if the County Trustee would pay the extra amount due to the legal description error. Joe Meyer and Associates was contacted and replied they are not responsible. The committee discussed and approved to pay the \$1,000 to Nail Surveying and will contact Joe Meyer and Associates for reimbursement.

12. Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:(not needed)

13. Other Business Update/Approval:

- **Circuit Clerk FY 2019 Audit Update:** Circuit Clerk Lemons reported she received the financial part of her FY 2019 Audit yesterday and will be presented to the full board on Tuesday for a 30 day review. Holly Lemons shared some statistics of Per Sheriff Robbins, most people being arrested for felonies will fall in the category of poverty and is statewide. Holly had issues with the audit. Lemons stated there were some issues with dealing with KEB doing the audit. Lemons stated a new KEB employee worked on her audit and had to be re-trained on the workings of her office. Lemons reported her office check book was taken home by the KEB employee so she could work on it. Sheriff Robbins stated he has also experienced issues with KEB on the audit. Beeler stated we should go out for bid for auditing services later this year. Lohman stated a KEB employee stopped by last week for additional information and learned not one collection batch had been reviewed until last week.
- **PBC Board – Keep or Dissolve Update/Approval:** Young reported he received a letter of resignation from one of the PBC Board members and wondered if this board is still needed. The committee discussed keeping the PBC Board because you would not be able to get something back in the future if we need to build something. Lohman stated any documentation from the PBC is to be kept forever and not disposed of.
- **Sheriff Department Personnel Update/Approval:** Sheriff Robbins reported he has a couple of openings in his department. A Telecommunicator has resigned and a new Deputy will be terminated because he is not moving to the county. Robbins stated he was told by Chairman Young that he could hire for the Telecommunicator, but cautioned on the Deputy hire due to budget concerns for next year. Robbins stated a conversation needs to be had regarding upcoming budget issues. Beeler stated we need to start looking at the Public Safety Tax. The county board could put this issue on the ballot in April of 2021.

14. Public Comments: None

Motion by Robinson and second by Moore to pay bills and approve payroll. All in favor, motion carried

Motion by Sneed and second by Moore to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 4:55 PM. The summaries of minutes were respectfully submitted by acting secretary Chris Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

Montgomery County Board Personnel Committee Minutes

Date: Thursday, February 27th, 2020

Time: 5:00 pm - County Board Room

Members Present: Kirby Furness, Bill Bergen, Sandra Johnson, Ron Deabenderfer, Earlene Robinson, and Chairman Evan Young

Members Absent: Donna Yeske

Others Present: Sandy Leitheiser, Tony Johnston and Amanda Mast

The committee met to discuss the following:

1. **Employee Health Insurance Update/Approval:** Amanda Mast shared her monthly report with the committee and discussion took place on Employee ID Cards from Met Life for the Vision and Dental Insurance. Mast stated no ID cards will be issued.
 - Monthly HRA report: The committee reviewed the HRA report submitted by the Treasurer's Office with a February ending balance of \$11,406.
2. **Employee Personnel Manual Update/Approval:**
 - Supplemental Employee Policies Recommended by ICRMT
 - Revised Drug Policy addressing Cannabis – Coordinator Daniels will check with IPMG to see if there has been an updated version since the Veto Session.
 - Sexual Harassment Policy and Training. The committee reviewed the sample training recommended by IT Manager Curt Watkins. **Motion by Bergen and second by Robinson to recommend the approval of the Sexual Harassment Training suggested by the Information Systems Department. All in favor, motion carried.**
3. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
4. **Other Business Update/Approval:** None
5. **Public Comments:** None

Motion to adjourn by Deabenderfer and second by Johnson

Meeting adjourned at 6:15 pm

The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

Montgomery County Board

Road & Bridge Committee Meeting Minutes

Date: Thursday, March 5th, 2020

Time: 8:30 AM – Highway Department

Members present: Gene Miles, Bill Bergen, Jim Moore, Glenn Bishop, Dave Loucks, Dennis McCammack, & Evan Young

Members Absent:

Other Present: County Engineer Cody Greenwood and Mark Hughes

1. **2020 County MFT Oil Letting Results Update/Approval:** The committee discussed the County MFT Oil Letting results from the previous day and approved the low bid from Louis Marsch. **Motion by McCammack and second by Moore to recommend the approval of the bid from Louis Marsch for the County's MFT Oil Letting in the amount of \$155,082. All in favor, motion carried.**
2. **2020 Township MFT Oil Letting Results Update/Approval:** The committee discussed the Township MFT Oil Letter results from the previous day and approved the low bidder in each group. **Motion by Bishop and second by Bergen to recommend the approval of the low bidder in each group for the Township MFT Oil Letting. All in favor, motion carried.**
3. **2020 Pipe Culvert Letting Results Update/Approval:** The committee discussed the Pipe Culvert Letter results from the previous day and approved the low bid from Metal Culverts. **Motion by Moore and second by McCammack to recommend the approval of the bid from Metal Culverts in the amount of \$1,653.12 for Group 1 galvanized culverts, \$1,755.28 for Group 2 aluminized culverts, and \$2,001.06 for Group 3 poly coated culverts. All in favor, motion carried.**
4. **City of Hillsboro Seward St. Bridge Replacement Petition Update/Approval:** The committee discussed and approved the City of Hillsboro Seward Street Bridge replacement Petition. **Motion by Bishop and second by Moore to recommend the approval of the City of Hillsboro's Petition for County Aid for the replacement of the Seward Street Bridge. All in favor, motion carried.**
5. **Walshville Bypass Road Update/Approval:** The committee discussed the options for the Walshville Bypass Road. The Village of Walshville wants to keep the original route through town and Engineer Greenwood stated after meeting with the Village, they say we won't be able to get the Right of Way to do the bypass road as proposed by the County. If we do the bypass road, it will become a county road. The total would be about 1.8 acres to access. The committee discussed not taking over city streets. Greenwood suggested inviting the property owners to the next Road and Bridge meeting to let us know why they won't give up right of way for the road bypass. Greenwood stated he can let the Village know what the County is willing to do and let them deal with it.
6. **New Highway Department Property Purchase Update/Approval:** Greenwood stated he emailed States Attorney Hitchings regarding drawing up an agreement and hasn't received anything yet. Miles asked Hughes if he wanted to address his question about how the highway department was going to repay the County back for the Wright Automotive Property purchase and Hughes replied he thinks public money was used towards the purchase. Young stated \$300,000 that was budgeted for a road project from coal mine money was used for half of the purchase price of the Wright Automotive property. Bishop stated the remodel money will come from the pipeline money and \$40,000 from an insurance claim was used towards the new overhead doors. Greenwood found the deeds to the current property and reported ten lots are deeded to the Highway department and four parcels are deeded to the County.
7. **Other Business Update/Approval:** Bishop asked about maintenance responsibility of Beach House Road, Harrison Trail and Arrowhead Trail because the City of Litchfield annexed in some property. Greenwood stated MFT money is only supposed to be used on public roads and will look into the issue.
8. **Public Comments:** None
Motion by Bergen and second by McCammack to Pay the Bills. All in favor, motion carried.
Motion by McCammack and second by Bishop to adjourn the meeting. All in favor, motion carried.
Meeting adjourned at 9:15 a.m. Minutes respectfully submitted by acting secretary Christine Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.

Montgomery County Board

HWE Committee Meeting Minutes

Date: Tuesday, March 3rd, 2020

Time: 4:00 PM – County Board Room

Members Present: Chuck Graden, Connie Beck, Mark Hughes, Sandy Johnson, Glenn Savage, Richard Wendel and Evan Young

Members Absent: None

Others Present: Sandy Leitheiser and Bryan Hitchings

The committee met today to discuss the following:

1. **Elections Update/Approval:** Leitheiser gave members an overview of the total Early and Vote By Mail voters to date, and was there to answer any questions they had.
2. **EPA Report Update/Approval:** Discussion took place on Gonet's retirement party last Friday. Daniels reported she went on several inspection training opportunities at the Landfill and some open dumping situations. The IL EPA Inspector will be down next week to continue training at the Landfill and will check on a couple of open dump sites. Coordinator Daniels will work with the State Inspector until she is certified to conduct inspections on her own.
3. **Animal Control Facility Program Update/Approval:**
 - Municipal Contracts will be discussed at the Mayor's Meeting on Wednesday, March 11th, 2020. Agenda items also include information on the 2020 Census, the CEDS Documents and Open Discussion.
4. **Executive Session for Personnel/Litigation/Property Lease/Acquisition Update/Approval:**

Motion by Wendel and second by Hughes to enter into executive session to discuss property negotiations. All in favor, motion carried. Time: 4:02 pm.

Motion by Graden and second by Savage to come out of executive session. All in favor, motion carried. Time: 4:25 pm.

Motion by Hughes and second by Beck to advertise for sale the Recycling baler and forklift with the option to reject any and all bids. All in favor, motion carried. Young stated he will contact Bryan Demming.
5. **Recycling Program and Events Update/Approval:**
 - DC Waste Proposal – The committee discussed in closed session.
6. **Other Business Update/Approval:** Hughes asked if Coordinator Daniels has been compensated for working with the Recycling program since Mike Hand left. Young stated he will discuss with Daniels.
7. **Public Comments:** None

Motion by Wendel and second by Hughes to pay the bills. All in favor, motion carried.

Motion by Johnson and second by Beck to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 4:45 pm.

Minutes respectfully submitted by acting secretary Chris Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.