

Montgomery County Board

Long Agenda

For Tuesday, March 9th, 2021 – 5:30 PM

The following are minutes of a regular meeting of the Montgomery County Board held at 5:30 PM on Tuesday, March 9th, 2021 via teleconference.

The meeting was called to order by County Board Chairman Evan Young at 5:30 PM.

Roll call was taken - members present, members absent.

Members Present: Russell Beason, Connie Beck, Megan Beeler, Bill Bergen, Ronald Deabenderfer, Doug Donaldson, Tim Fogle, Jim Havera, Mark Hughes, Sandra Johnson, Jeremy Jones, David Loucks, Bev McCoy, Gene Miles, Andy Ritchie, Earlene Robinson, Bob Sneed, Richard Wendel, Patty Whitworth, Donna Yeske, and Evan Young

Members Absent:

Pledge of Allegiance to the flag was led by _____

Mileage and Per Diem Approval: Motion by _____ and second by _____ to approve the Mileage and Per Diem.

ROLL CALL VOTE Beason, Beck, Beeler, Bergen, Deabenderfer, Donaldson, Fogle, Havera, Hughes, Johnson, Jones, Loucks, McCoy, Miles, Ritchie, Robinson, Sneed, Wendel, Whitworth, Yeske and Young **All in favor, motion carried.**

Approval of Minutes of Previous County Board Meeting:

Motion by _____ and second by _____ to approve the Minutes of the Previous County Board Meeting held on Tuesday, February 9th, 2021. All in favor, motion carried.

CONSENT AGENDA: No Reports for this Month.

1. **Ambulance Billing Report** -- Sherry Greenwood
2. **Animal Control Report** ---- Amanda Daniels
3. **Circuit Clerk's Report** ---- Holly Lemons
4. **Coroner's Report** --- Randy Leetham
5. **County Clerk and Recorder's Report** ---- Sandy Leitheiser
6. **Health & TB Department Report** ---- Hugh Satterlee
7. **Highway Department Report** --- Cody Greenwood
8. **Probation Office Report** ---- Banee Ulrici
9. **Public Defender's Report** ---- Erin Mattson no report
10. **ROE - Monthly and Quarterly Reports** – Julie Wollerman
11. **Sheriff's Report** ---- Rick Robbins
12. **SOA Report** ---- Ray Durston
13. **States Attorney Report** – Andrew Affrunti
14. **Treasurer's Report** ---- Nikki Lohman
15. **V.A.C. Report** ---- Dave Strowmatt

APPROVAL OF 14 ITEMS ON THE CONSENT AGENDA: Motion by _____ and second by _____ to approve the 14 items on the Consent Agenda. All in favor, motion carried.

LIAISON REPORTS:

- **708 Board** – Robinson stated
- **CEFS Board** – Fogle stated
- **911 Board** – Bill Bergen reported
- **Health Department** – Sandra Johnson stated
- **IL Association of County Officials** –Bergen, Beeler –
- **MCEDC** – Yeske will give the report during Economic Development Committee report.
- **Planning Commission** – Deabenderfer, Andy Ritchie
- **Senior Citizens Board** – Deabenderfer
- **UCCI** – Miles stated
- **U of I** – Beck reported
- **WCDC** – Wendel stated

COMMITTEE REPORTS:

COORDINATING COMMITTEE: Given by Vice Chairman Megan Beeler:

1. **Information Systems Report Update/Approval:** Curt Watkins stated that we are now able to remote to home with the phone system due to the phone upgrade and Animal Control is now connected through CTI. Watkins will be scheduling training for Chrome Books. Watkins is working on the details of the new 911 systems and on connectivity with agencies to get to our software going. Watkins stated they just finished a phishing campaign and there were 88 emails sent out and 11 people clicked on it which is 12.4%. Watkins will send a list of those that are not responding to the training. A list will be sent to office holders for their employees and their status of their training. Watkins stated there was a power issue at the New Courthouse due to the snow storm and he helped resolve the electrical issue by coming here in bad weather. The issue was with the generator with a low antifreeze level.
2. **COVID-19 Pandemic Update/Approval:** Nimmo has resigned and his last day is Friday, March 12th, 2021.
3. **Amendment to Extend the Proclamation of a Disaster in Montgomery County Approval:**

Motion by Beeler and second by _____ to approve the Amendment to Extend the Proclamation of a Disaster in Montgomery County.

4. **Regional Development Group Update/Approval:** Young reported he and Yeske sat in a meeting with some other County Board Chairman to discuss setting up a Regional Planning Group to replace West Central Development Council.
5. **Other Business Update/Approval:** None

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

1. **Maintenance and Cleaning Issues and Report Update/Approval:** Brown reported the locks in the Circuit Clerks Office were changed and he found a new door closure for the north door. Brown stated the tractor was serviced last spring and the blades on the mowers were sharpened and are ready for mowing.

- Generator Proposal: The committee approved a proposal from Luby for the repairs on the generator at the Jail in the amount of \$2,091.31. The radiator will be replaced along with upper and lower radiator hoses, belts and the coolant.
 - Light Proposal for the Jail: The committee approved a bid from Hillsboro Electric to fix the ground lights outside the Jail. This is to replace everything with LED lights and the cost is \$2,391 after the AMEREN incentives. The pay back is about five years and the payback over a ten year period will be about \$12,000 by installing LED Lights.
2. **Elevator Issues and Proposal Update/Approval:** The committee approved the bid from Schindler Elevator to make some repairs to the Historic Courthouse elevator and the secure elevator at the New Courthouse in the amount of \$3,355. The third party inspection was completed last week and two of our three elevators failed due to phones not working and a light that is out. The committee discussed ear marking this expense to COVID because of the damage done by spraying the disinfectant on these areas.
 3. **Surplus at the Highway Department Update/Approval:** Now that the weather is getting warmer we will work on getting the surplus organized for a surplus auction.
 4. **IPMG Building Inspection & Appraisal Update/Approval:** Sneed reported he spoke with Eric Braasch regarding the county building appraisal report and he will have the appraiser take a look at the report and give us an update.
 5. **Energy Savings Report from Centrica (Smart Watt) Update/Approval:** Sneed reported he contacted Orry Cummings about reviewing the energy savings report and hasn't heard back from him.
 6. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval: (if needed)**
 7. **Other Business Update/Approval:** Sneed will try and find a concrete contractor for sidewalk replacement.

ECONOMIC DEVELOPMENT COMMITTEE REPORT: Given By Vice Chairman Ron Deabenderfer:

1. **MCEDC Update/Approval:** Yeske reported there is nothing new to update. MCEDC continues to work on Whisper internet and updating their website.
2. **Revolving Loan Fund Update/Approval:** Yeske reported that payments are being received ok.
3. **Tourism Update/Approval:** Rivers and Routes are working on putting the new publications together.
4. **EDC Committee Name Change Update/Approval:** Yeske reported the committee discussed changing the committee name last month and needed to take action this month.

Motion by Deabenderfer and second by _____ to change committee name from Economic Development Committee to Montgomery County Development Committee. All in favor, motion carried.

5. **Grantfinder Services Database Offered by Illinois Association of County Board Members Update/Approval:** Yeske participated in a webinar and she shared the log in information for the user friendly data base to search for grants. If there are any new grants, Yeske will be notified by email and will alert the office holders of new grants available that will be department specific.
6. **Tourism Grant Applications Update/Approval:** The deadline to apply for the Tourism Grants is Monday, March 22nd and will be awarded Tuesday, April 13th, 2021.
7. **Montgomery County Bicentennial Update/Approval:** There was a meeting on Wednesday March 3rd at 7:00 pm at the Bank of Hillsboro. The county birthday cake is displayed in front of the County Courthouse and the first celebration was rescheduled tentatively for Saturday, April 10th, 2021. Rodney Davis and Avery Bourne plan to attend and a representative from Dick Durbin's office will attend.
8. **Andy Ritchie – Request to the Committee Update/Approval:** Ritchie shared an idea with a couple of board members saying that he would like to go around and talk with county businesses. His plan would cover giving the Business an update on what the county is doing and then ask them what they would like to see in the system such as information and support. Ritchie would like to establish a communication between the county and the municipalities. He asked committee members if there were any objections of him reaching out to the county businesses. Beeler suggested getting together with MCEDC on these visits so someone could take notes and one person could do the talking. Yeske said she will set up a meeting with Belusko, Ritchie, Bob Mulch, Shelly Herman and herself before we step on someone's toes.
9. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval: (if needed)**
10. **Other Business Update/Approval:** None

FINANCE COMMITTEE REPORT: Given by Megan Beeler:

1. **ICRMT Grants and Custom Policies Update/Approval:** Sheriff Robbins reported he is working on a large grant for the radios and it should be approved by next week. Robbins also applied for a capital working grant for \$75,000 so he can purchase equipment. Robbins will find out if they will give more upfront money or how the grant gets reimbursed. The State grant for \$300,000 would allow all the law enforcement agencies in Montgomery County to have the capabilities of digital radio communication so that they can all talk and hear each other. There are three main frequencies in the county. The money received from the grant will go in a separate fund and will be expensed quickly. Robbins reported the IT Department will not have to do much, but Watkins will be brought on board for technology purposes.

Motion by Beeler second by _____ to approve up to \$75,000 on the new radio system pending receiving grant funds. All in favor, motion carried.

2. **Capital Improvement Fund Reports Update/Approval:** A coal royalty payment of \$278,007 was received in January and \$179,000 was received in February.
3. **IPMG Building Inspection & Appraisal Update/Approval:** Eric Braasch was present to answer questions about the appraisal report on county buildings. Braasch asked if the old county highway buildings should be on the insurance and Young stated they should be on inventory until the Highway department vacates the old buildings and moves to the new facility. The Health Department and Litchfield building contents appraisal went up. Lohman stated they received inventory sheets that are being entered and she will contact Hugh Satterlee about the Litchfield and Nokomis building contents. The Historic Courthouse compared it to the appraisal in 2016 and the previous appraisal wasn't done with the building being on the historical register. Leitheiser stated there are restrictions when a building is on the National Register and needs to be checked out. The Historic Courthouse was put on the report as replacement cost and discussion took place on how the building would be replaced if there were a major loss. Sneed asked Braasch to research more information on what we would have to do if there was a total loss of the Historic Courthouse and the replacement requirements since it is on the National Historic Courthouse.
4. **Resolution to Convey Deed for Parcel ID #13-06-202-006 in Witt Township to Bradley J. Lecrone Update/Approval:**

Motion by Beeler and second by _____ to approve the Resolution to convey deed for parcel ID #13-06-202-006 in Witt Township to Bradley J. Lecrone. All in favor, motion carried.

5. **Resolution to Convey Deed for Parcel ID #12-27-204-010 in Irving Township to Stephen Keith Update/Approval:**

Motion by Beeler and second by _____ to approve the Resolution to convey deed for parcel ID #12-27-204-010 in Irving Township to Steven Keith. All in favor, motion carried.

6. **IMRF Update:** Nothing new to report.
7. **Finance/Budget Control Policies and Procedures Update/Approval:** Beeler stated Lohman went to a Treasurer's seminar and found out we should have a County Financial Policy. Beeler shared a draft of the Financial Policies that she drafted and asked the committee to review it for next month. There are some blanks to be filled in and we need language for the imprest fund situation like who is going to hold them and signatures required. There is a current maximum cap of \$1,000 and we need to identify what the imprest fund can be spent on. Robbins stated he has a revolving account from a sheriff sale and he has to give that money back to the bank. Young stated the Highway Department has a credit card to purchase parts on line. Robbins stated he can purchase items on line cheaper and get things quicker. Discussion took place on having the imprest fund have debit card capabilities so that items can be purchased cheaper on line. Robbins and Durston have a debit card for their offices.

8. **Fence Damage: Insurance Claim Update/Approval:** The committee reviewed an email and invoice for fence damage in the amount of \$337.92. Put a memo out to offices to voucher out of Claims and Judgments line item which is levied separately. It has only been used for insurance premiums, and after reading the statute we can expense judgments.
9. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval:** The committee went into executive session to discuss a law suit and approved the settlement for \$1,000.
10. **Other Business Update/Approval:** Leitheiser stated we received the 2021 UCCI salary study and encouraged everyone to check out the data and verify with other counties. Leitheiser also said she seen an email regarding the Litchfield ambulance increasing their max levy. The county will have to allow or disallow the increase for the next budget process. Beeler stated she didn't respond to Flannery's email as there was a lot going on. Flannery stated they budget \$185,000 for FY 2021 and they only received \$180,000. The difference needs to be explained. Litchfield wants a .45 increase. Lohman will respond to Flannery's email. Leitheiser stated Nimmo is leaving county employment at the EMA Director for Christian and Montgomery Counties. A list of vendors that Nimmo has approval to charge on was reviewed by the committee and those accounts will need to be updated. Beeler will draft a letter to all the companies letting them know that Nimmo is no longer an employee as of March 12th, 2021 and all charges will stop. Leitheiser will mail out the letters to the vendors. Beeler said this position should not just report to the Chairman of the Board and had concerns last year with the meals that were charged. Shouldn't report just to the Chairman of the Board. Beeler has complained about this person for years and was upset last year with the meal expenses. Beeler said she will talk with the State's Attorney and we need an authorization process in place to charge things.

PERSONNEL COMMITTEE REPORT: Given by Bill Bergen:

1. **Employee Health Insurance and Monthly HRA report Update/Approval:** Amanda Mast reported there was zero utilization of the HRA and she will make sure the fees are going correctly with BPC. Next month she will have a quarterly report showing an indicator of how we are running with Health Alliance for the months of December, January and February. Mast reported she received the forms from last month's amendments from Nikki and submitted them.
3. **Employee Personnel Manual Update/Approval:** Committee reviewed some of the suggested corrections presented by Deabenderfer and will continue the review next month.
4. **Workers Compensation Issues at the Sheriff's Department Update/Approval:** The committee discussed the ongoing issue with a pending workers compensation claim for an employee at the Jail that was off due to COVID.
5. **Human Resources Update/Approval:** The committee discussed the Human Resources position and that it would take some heat off of the department heads with dealing with employee issues. The committee also discussed looking at a company that could perform some of these services and help us with Human Resource issues. Deabenderfer

said he had an issue with unemployment and knows a Human Resource company helped someone with this issue. Robbins agrees with Deabenderfer that \$9,000 is not a lot of money to have this HR service. Robinson stated that we don't know what is coming financially but agreed to have the service come in and talk to Personnel about their services. The motion to bring the service in to gather more information about Human Resource services failed on a tie vote.

6. Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval: (if needed)

ROAD AND BRIDGE COMMITTEE REPORT: Given by Gene Miles:

1. **New Highway Department Update/Approval:** Greenwood stated the drywall and painting have been finished and the interior doors and glass have been installed. The Heating and Air Conditioning and Electric still needs to be installed and the flooring will wait until the electrician is finished. Greenwood reported they tore off all the old show room. Plywood under the old shingles had some issues. The old show room was not usable and in bad shape so they tore it down. The dumpster cost is about \$400 per dump on 30 yards. Greenwood said they are doing cleanup around the site and trying to work on how the site will work out once they get down there. Young stated Ameren wants to park some vehicles on the lot while they do some work on their pipeline. Greenwood said there is partial heat in the old maintenance shop and that will be the storage area for all the trucks etc. The old lift area is junk and there are problems with the radiant heat system. Greenwood stated a drive through COVID vaccination clinic is scheduled this Saturday at the new highway department facility.
2. **2021 County and Township MFT Oil Letting Update/Approval:** Greenwood stated the 2021 County and Township MFT Oil letting is scheduled for April 6th 2021 at 9:00 am at the new Highway Department building. Greenwood stated it is a state requirement to bid out the MFT Oil each year for County and Township.
3. **2021 Culvert Letting Update/Approval:** The annual culvert letting will also be held on April 6th, 2021 at 9:00 am at the new Highway Department Building.
4. **Nokomis Rd. (CH 7) Extension Update/Approval:** Miles reported that he and Greenwood attended the Nokomis City Council meeting to discuss the transfer of Union and Elm streets back to the City once the improvements were made; however they were not on the agenda. Greenwood said it is currently a Township road and it would be improved to county standards. This issue will be discussed at the Nokomis March 8th, meeting and Greenwood and Miles will attend the March 22nd, meeting. Street Superintendent Tim Chumley and Mayor Mike Holliday came to discuss the issue this morning and stated they don't want to take on anything that is not inside the city limits. Greenwood stated Nokomis Township said they would maintain that short section if they have to and that the county maintains the main road and the City takes care of the parking lanes. The city and school is complaining about truck traffic and this is an option to alleviate the truck traffic getting out of town. Young said he talked with Ann Brookshire yesterday about the weight limits and stop signs. Miles would like to see weight limits on the brick streets. Discussion took place on doing the project for safety reasons due to the Catholic School there. The last traffic survey was done in 2015 and there were about 1,650 cars that travel through Route 16 and Elm Street.
5. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval (if needed):**

6. **Other Business Update/Approval:** Bridge at Red Ball Trail is scheduled for fall of this year. The subsidence on Route 185 is a project between the State and the Coal Mine. Discussion took place on phone calls made complaining about the damage from the mining issue and that the board allowed the coal mine to come here years ago. Young stated he was involved with the Farm Bureau when they opposed the coal mine coming here and that land owners had years of opportunities to negotiate with the coal mine for damages done to their property and many didn't do it. They would have been better off if they did years ago because the coal mine is not as generous now.

SAFETY & ELECTIONS: Given by Mark Hughes

1. **EMA Report Update/Approval:** The committee discussed the resignation of EMA Director Greg Nimmo whose last day will be Friday, March 12th, 2021. Currently this position is shared with Christian County and Young stated he will find out later this month if Christian County wants to continue with the Intergovernmental Agreement.
2. **Ambulance Billing Office Update/Approval:** Hughes stated he spoke with the staff and everything is going ok and there are two outstanding ambulance contracts that need signed and turned in.
3. **ETSB/911 Update/Approval:** Bergen stated he had nothing new to report.
4. **Elections Update/Approval:** Leitheiser reported they are in good shape preparing for the April 6th, 2021 election. There have been 39 early voters and 42 vote by mail ballots for a total of 81 residents.
5. **EPA Report Update/Approval:**
 - a. Tire Collection for Townships – Coordinator Daniels reported she sent a letter to IL EPA requesting a Tire Collection for local government agencies in Montgomery County and is waiting for a response.
 - b. Electronics Recycling for 2021 – Coordinator Daniels has set up Saturday, September 18th and Saturday, October 23rd, 2021 for the Electronic Recycling drive. Litchfield wants to host the recycling event in October.
6. **IL EPA Delegation Agreement Update/Approval:** Daniels reported the new five year IL EPA Delegation Agreement has been received and it will be sent to States Attorney Affrunti for review. It is very similar to the agreement from five years ago.

Motion by Hughes and second by _____ to approve the five year delegation agreement with IL EPA pending States Attorney approval. All in favor, motion carried.

1. **Animal Control Employee Issue Update/Approval:** **Animal Control Employee Issue Update/Approval:** Chairman of Personnel Bill Bergen reported Ben Spangler went to the Safety and Elections Committee last month to voice a complaint against Warden Daniels regarding how he was treated after his dog was impounded for running at large on his neighbor's property. Spangler was invited to attend the Personnel Committee to voice his complaint and notes and suggestions were taken to discuss with the Safety and Elections Committee. States Attorney Affrunti was unable to attend tonight so this will be discussed next month.

2. **Animal Control Facility Program Update/Approval:** Warden Daniels stated there is one cat and eleven dogs at the facility today. Young reported there is no price from Jennings yet on the Tahoe that the Sheriff's Department traded in. Warden Daniels asked about advertising for the part time ten hour a week kennel position to help on weekends. The committee approved advertising for this position.
3. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval: (if needed)**
4. **Other Business Update/Approval:**

APPROVAL OF 7 COMMITTEE REPORTS & MINUTES:

Motion by _____ and second by _____ to approve the seven committee reports and minutes. All in favor, motion carried.

ANNOUNCEMENTS: All business emails will now be sent to your Montgomeryco.com email address. Please check them.

SCHEDULE CHANGES:

APPOINTMENTS:

PUBLIC COMMENTS:

PAY BILLS AND PAYROLL:

1. **Approval to Pay Any Invoices to JJ Outlet, LLC and Yeske Soaps**

Motion by _____ and second by _____ to pay any invoices for JJ Outlet, LLC and Yeske Soaps

Voice Vote: In favor – Against – 0, Absent – Abstain – (Yeske). Motion carried.

Motion by _____ and second by _____ to pay all other approved bills and Payroll. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2021.

ADJOURN:

The Next Regular Full Board Meeting will be on Tuesday, April 13th, 2021 at 5:30 pm in the County Board Room, Hillsboro, Illinois.

Motion by _____ and second by _____ to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting Adjourned at _____ pm.

Minutes respectfully recorded and submitted by Montgomery County Clerk and Recorder Sandy Leitheiser