

## Montgomery County Board

### Long Agenda

For Tuesday, February 9<sup>th</sup>, 2021 – 5:30 PM

The following are minutes of a regular meeting of the Montgomery County Board held at 5:30 PM on Tuesday, February 9<sup>th</sup>, 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, January 12<sup>th</sup>, 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
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 15 ITEMS ON THE CONSENT AGENDA: Motion by \_\_\_\_\_ and second by \_\_\_\_\_ to approve the 15 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. **Central Illinois Public Transit – IGA and Ordinance** – Nathan Nichols will be at the full board to present the annual Intergovernmental Agreement and Ordinance.

**Motion by \_\_\_\_\_ and second by \_\_\_\_\_ to approve the Ordinance with Central Illinois Public Transportation. All in favor, motion carried.**

**Motion by \_\_\_\_\_ and second by \_\_\_\_\_ to approve the Intergovernmental Agreement with CIPT. All in favor, motion carried.**

2. **Information Systems Report Update/Approval:** Watkins brought over the Chrome Books for the Committee members and gave a brief overview of how they work. Watkins said there is an App for them to connect to the Chrome Book if you have Internet. Watkins said they continue to work on projects such as connecting Animal Control to the county phone system through CTI. The network connection is complete and they just need the phone and equipment. The Highway Department is completing their paperwork for CTI to connect in the same way at the new building. Watkins said they continue working on the 911 upgrade and the County-wide FLEX project to connect with Emergency Services. All the police and fire departments will have the ability to communicate with the FLEX System. Watkins said that Engineer Greenwood asked him about terminating the wires and running new wire in the new building. Watkins stated he didn't have a lot of time and could pass this work off to a trusted Vendor they have used in the past. Greenwood offered to pay IT for their services and Beeler agreed and said anything they are doing for them should be charged out by keeping track of the hours and sending the highway department an invoice. Beeler also told Watkins that if you don't have time, get a vendor to do the work.
3. **COVID-19 Pandemic Update/Approval:** Young stated the Health Department is starting to vaccinate county citizens this week. People 65 and older that are on a call list are being called for an appointment to get vaccinated in the next day or two. Young reported the Health Department is working with Lincoln Land Community College to have nursing students assist with the mass COVID vaccinations at no cost to Montgomery County. There is no direction for when the County Employees will get



vaccinated. The committee agreed to have Young sign the agreement with LLCC, pending recommendation of the States Attorney.

4. **Amendment to Extend the Proclamation of a Disaster in Montgomery County Update/Approval:**

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

5. **Other Business Update/Approval:**

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

1. **Maintenance and Cleaning Issues and Report Update/Approval:** Circuit Clerk Lemons reported she submitted a maintenance work order request for her office doors to be re-keyed. Lemons reported there have been other employees that have keys to enter her office. Lemons reported she talked with the Sheriff and there is no list of who has keys that were given out years ago. Lemons said she needs to keep the integrity of her office because evidence is stored there. The Sheriff recommends having her five doors re-keyed and then limit the keys that are given out. There would be two master keys until the whole building is re-keyed. Brown will call Bridges Lock and Key in Litchfield to get an estimate for the new keys. The committee approved the replacement of the five door locks in the Circuit Clerk's Office not to exceed \$600.
2. **Surplus at the Highway Department Update/Approval:** Committee discussed and directed the Maintenance Staff to go down and organize the surplus in storage down at the new Highway Department so we can get ready for a surplus sale. Any metal items that are broken will be taken for scrap and all items will be taken off the inventory.
3. **AMEREN Pipeline Easement at County Farm Update/Approval:** Ameren is clearing the right of way for the pipeline replacement to take place this summer. Young reported he informed the County Farm Tennant that he can plant at his own risk this year.
4. **IPMG Building Inspection & Appraisal Update/Approval:** The committee reviewed the Building Inspection and Appraisal reports submitted by IPMG. The building appraisals increased about \$5.5 million which is about 18%. The two recycling buildings were taken off. Committee discussed having Lohman call and invite Eric Braasch to the next Coordinating Committee to explain some of these appraisals. The Finance Committee will discuss this report on Friday.
5. **Treasurer Parking Spot Update/Approval:** Sneed reported Mark Hughes will contact the City of Hillsboro regarding changing the Treasurer's parking spot to another handicap spot the Historic Courthouse. The committee will address next month.
6. **Energy Savings Report from Centrica (Smart Watt) Update/Approval:** Sneed reported Centrica Business Solution which used to be Smart Watt submitted a Measurement and Verification Report for Year 1 for the energy upgrades that were installed. Sneed will review the multi-page report and give an update next month.
7. **Generator Repair Proposal From Luby Update/Approval:** Sneed shared a proposal from Luby Equipment for repairs to the generator at the Jail. The total is \$2,294.24 for parts and labor to replace the heater and harness on the Onan Genset and to replace the water pump and gasket and add new coolant on the Kohler Genset. The committee approved the proposal from

Luby Equipment for the repairs for the generators at the jail in the amount of \$2,294.24 and Sneed will advise Bruce Sanford to proceed with the repairs.

8. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** (not needed)
9. **Other Business Update/Approval:** Sneed reported the Historic Courthouse will be decorated before the Bicentennial Celebration on Saturday, February 13<sup>th</sup>, 2021 and Brown will change the two flags in front of the Historic Courthouse.
10. **Other Business Update/Approval:**

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

1. **MCEDC Update/Approval:** Belusko stated there are no updates to report.
2. **Revolving Loan Fund Update/Approval:** No update at this time.
3. **Tourism Update/Approval:**
  - Letter from Pheasant Valley Farms regarding Hotel/Motel Tax – The Committee reviewed a copy of a letter written from John White owner of Pheasant Valley Farms regarding his concern about paying the hotel motel tax and his business not getting promoted. Yeske stated she will get a list of BnB's for next month's meeting.
  - The committee just received an invoice from Great Rivers and Routes for \$900 for advertising that the committee approved last year so the committee agreed to pay the \$900 invoice.
  - Endorse and Support the Great Rivers and Routes Tourism Bureau as the Official State Certified Bureau for Montgomery County.

**Motion by \_\_\_\_\_ and second by \_\_\_\_\_ to approve the Resolution to support the Great Rivers and Routes Tourism Bureau as the Official State Certified Bureau for Montgomery County in its tourism representation through fiscal year 2022. All in favor, motion carried.**

4. **Tourism Grant Applications Update/Approval:** The committee members reviewed the Tourism Financial Assistance Application. Last year we did this and many events were cancelled due to COVID. Yeske stated we budgeted \$6,000 this year and last year was \$12,000. The Committee decided on Monday, March 22<sup>nd</sup>, 2021 for the deadline to submit the grant applications and they will be awarded on Monday April 5<sup>th</sup>, 2021. The full board would then approve on April 13<sup>th</sup> 2021.
5. **Bike Trail – Drainage Update/Approval:** Yeske stated the culvert has been delivered and is ready to install. Montgomery County's portion is \$526.66 and the property owner would pay the balance to upgrade to a larger pipe. The committee approved to pay the Highway Department \$526.66 for the pipe.
6. **Montgomery County Bicentennial Update/Approval:** Yeske stated the celebration is scheduled for February 3<sup>rd</sup>, 2021 at 5:00 pm at the Hillsboro Bank. Yeske reported a group picture is scheduled for 11:45 am on Saturday, February 13<sup>th</sup>, 2021 before the bicentennial celebration starts at 12:00 pm. A reception will then follow in the lobby of the New Courthouse.



7. Proclamation to Celebrate the 200<sup>th</sup> Birthday of Montgomery County Approval:

Motion by Yeske and second by \_\_\_\_\_ to approve the Proclamation to Celebrate the 200<sup>th</sup> Birthday of Montgomery County. All in favor, motion carried.

8. Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval: (not needed)

9. Other Business Update/Approval: Committee discussed and recommends the name change for the Committee to: Montgomery County Board Development Committee. Will take action next month.

FINANCE COMMITTEE REPORT: Given by Megan Beeler:

1. Bid Opening for Sheriff's Office Vehicle Update/Approval: Sheriff Robbins opened one bid from Roger Jennings for one 2021 Chevrolet Tahoe PPV Police Interceptor with 4 wheel drive pursuit rated. Two Tahoe trade- ins were offered in the bid spec. Roger Jennings' bid was for one Tahoe in the amount of \$36,435 including the two trade-ins. The Sheriff stated there will also be about \$5,000 in expenses to transfer over the lights, radios and other equipment and \$40,000 was put in the budget for the vehicle. Robbins stated the bid meets the specifications.

Motion by Beeler and second by \_\_\_\_\_ to approve the bid from Roger Jennings for the 2021 Chevrolet Tahoe for \$36,435 including two trade-ins. All in favor, motion carried.

2. ICRMT Grants and Custom Policies Update/Approval: Sheriff Robbins reported he was notified about a 50/50 grant for Tasers or other police safety gear where we could use some of the safety grant money as our match.
3. SOA Report Update/Approval: Durston shared his report and said the Board of Review received 64 complaints and will begin property inspections on February 12<sup>th</sup>. The tentative abstract was sent to the Department of Revenue January 7<sup>th</sup>, 2021 and the tentative multiplier of 1.00 was received on February 2<sup>nd</sup>, 2021. Durston stated the 2021 Senior Homestead, Disabled Persons and Disabled Veteran Exemption renewals have been mailed and they have been busy receiving renewals. GIS Department is working on the county cemetery map with data provided by the Montgomery County Genealogical Society. Updated centerline data has been shared with the Census Bureau and will be included in the next BAS submission.
4. Capital Improvement Fund Reports Update/Approval: The committee reviewed and discussed the monthly Capital Improvement Fund and Lohman reported we received \$115,000 in coal royalty revenue in January.
5. Amended Intergovernmental Agreement for the Centralized Emergency Dispatch Center Update/Approval: Sheriff Robbins shared the revised Intergovernmental Agreement Centralized Dispatch Center that has been approved by the ETSB Board. Robbins stated Bergen and Beeler worked on the financial part of the agreement.

Motion by Beeler and second by \_\_\_\_\_ to approve the Amended Intergovernmental Agreement for the Centralized Emergency Dispatch Center. All in favor motion carried.



6. **IPMG Building Inspection & Appraisal Update/Approval:** Sneed reported the Building and Grounds Committee reviewed the revised building inspection and appraisal document prepared by IPMG. The committee had some concerns regarding the increased values of the buildings and Eric Braasch needs to come to the next Coordinating Committee meeting. Lohman reported she has already talked with him and he will also bring the appraiser.
7. **Resolution to Convey Deed for Parcel ID #08-23-330-012 in Nokomis Township to Jeff H. Chenoweth Update/Approval:**

Motion by Beeler and second by \_\_\_\_\_ to approve to convey the deed for parcel ID #08-23-330-012 in Nokomis Township to Jeff H. Chenoweth. All in favor motion carried.

8. **Resolution to Convey Deed for Parcel ID #20-24-433-005 in Grisham Township to Shawn and Amanda Elam Update/Approval:**

Motion by Beeler and second by \_\_\_\_\_ to approve to convey the deed for parcel ID #20-24-433-005 in Grisham Township to Shawn and Amanda Elam. All in favor motion carried.

9. **Resolution to Convey Deed for Parcel ID #13-05-104-017 in Witt Township to Charles Harston & Andrea Harston Update/Approval:**

Motion by Beeler and second by \_\_\_\_\_ to approve to convey the deed for parcel ID #13-05-104-017 in Witt Township to Charles Harston & Andrea Harston. All in favor motion carried.

10. **IMRF Update/Approval:** Lohman reported our regular IMRF account balance is \$10,721,248 and had an increase of \$10,721 with 10 people retiring. The SLEP fund had a balance of \$3,322,582 and the ECO fund had a balance of \$1,910,089.

11. **Unknown Parcel Project Update/Approval:** Clerk Leitheiser stated she contacted our County Trustee Joe Meyer and Associates regarding the cleanup of the county unknown parcels. County Trustee Whitney Strohmeier was present to explain taking the unknown tax parcels through the tax sale surplus auction to start a new chain of ownership and get these parcels back on the tax rolls. As long as they can be assessed and a minimum tax bill created and tax due, this process would allow going to court to establish a new chain of ownership. A neighbor could purchase this parcel and get them established with proper ownership and on the tax rolls again. Affrunti stated if we send these out for title searches it would be very costly so this would be a better alternative to establish ownership. This process would be for the 2021 tax year payable 2022 and they would be available for auction in 2025. If an unknown parcel doesn't sell at least the work would be done and steps taken to put it on for another sale. Meyer and Associates gets paid a commission only if it sells. This process for unknown owner parcels has also been done in other counties. The Parcel would be assessed and a tax bill mailed and once it comes back it could go on the tax sale. Discussion also took place on mobile home privilege tax. Whitney stated this is more procedural and Sneed stated we need to get the mobile homes cleared up. The board should recommend the process to clean up the mobile home issues and the unknown parcels through the tax sales with the County Trustee.

Motion by Beeler and second by \_\_\_\_\_ to approve the Treasurer to include the Unknown Parcels to the Tax Sale. All in favor, motion carried.

Motion by Beeler and second by \_\_\_\_\_ to approve the adding the Mobile Home Privilege Tax properties to the Tax Sale. All in favor, motion carried.



12. **Finance/Budget Control Policies and Procedures Update/Approval:** No update.

13. **HB 3563 and Resolution Update/Approval:** The committee reviewed and discussed a draft of the Resolution for HB 3563.

**Motion by Beeler and second by \_\_\_\_\_ to approve the Resolution Urging Governor Pritzker to Veto House Bill 3563 Regarding Criminal Justice Report. All in favor motion carried.**

14. **Sheriff's K-9 Insurance Update/Approval:** Sheriff Robbins reported he checked with other agencies and they do carry insurance on their K-9 dog. We received an email from Eric Braasch stating the premium would be \$600 per \$10,000 of mortality coverage and \$200 per \$10,000 of disability coverage for a total premium of \$800 per year. Lohman stated this premium can be expensed from the new Judgements Insurance line item.

15. **Military Reserve Employee in the Sheriff's Office Update/Approval:** Robbins stated that he has an employee that has joined the Military Reserves. Robbins stated he is in support of this however wanted to let the committee know this will affect his budget on overtime and cause scheduling issues.

16. **Assistant States Attorney Salary Overage Update/Approval:** Beeler reported we lost an assistant state's attorney so there is a vacancy in the office. Affrunti stated Poggenphol was at \$58,000 per year and he wants to hire someone with the same experience and this salary is less than the State of IL employees. Affrunti wants to increase the salary for this position to about \$75,000. Logan County has an Assistant States Attorney line item of \$155,000 for three assistants. Fayette County has one assistant being paid \$75,000. Affrunti is having a difficult time getting an experienced Assistant States Attorney and has concerns about hiring a new attorney that would take a lot of his time to train. There is the possibility they will find other employment after a while if the salary is set too low. Affrunti doesn't want to go over budget without permission. Beeler asked if we are still looking for an assistant Public Defender and that we should consider looking at increasing the Public Defender's office. Beeler suggests increase the budget for the Assistant State's Attorneys salary by \$20,000 and Assistant Public Defenders salary by \$20,000. Coal funds would be used and we are already in a deficit. The States Attorney's office generates revenue. Andrew said his other ASA is making less money than the salary budgeted for the Assistant Public Defender and Beeler will talk with Judge Roberts. The Finance Committee discussed and recommends the ASA salary overage not to exceed \$17,000. Affrunti will advertise the vacancy on the website.

**Motion by Beeler and second by \_\_\_\_\_ to approve increasing the Assistant States Attorney Salary to: \_\_\_\_\_ Discussion.... All in favor, motion carried.**

Beeler said to go ahead and pay the checks out for the reimbursement to the taxing bodies for their portion of the consulting fees. We hit the threshold and checks need to get cut. Lohman has the record of the receivable and will create a voucher to reimburse the taxing districts. Lohman talked with VISTRA's Attorney Atherton who will be cutting a check for their shortage of about \$200,000.

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

18. **Other Business Update/Approval:**



**PERSONNEL COMMITTEE REPORT:** Given by Bill Bergen:

1. **Employee Health Insurance and Monthly HRA report Update/Approval:** Amanda Mast reported the HRA ended at 16.2% utilization. There was \$104,000 paid during the 2020 plan year for HRA. In 2019 we paid about \$63,500 and 2018 is was about \$69,000.
2. **BPC Employer Elections for CAA Changes Update/Approval:** Amanda Mast reported that legislation passed on Dec. 27<sup>th</sup> allowing some amendments to employer Medical reimbursement accounts. The Federal Government allows for a \$500 rollover in the employee's account to the next year, however with COVID, employees couldn't get some medical work done. Then it was changed to roll over \$600 into the 2021 plan year. New Legislation is asking do we want to increase that up to the full balance carryover. Do we want to carry over the 2021 plan year to the 2022 plan year. There are about 19 employees on the BPC Medical Flexible spending account. This is a pre-loaded account by the county and the amount is payroll deducted each pay period by the employee payroll deduction. Amanda Mast suggests letting the employee be able to bank their entire amount. Carry over from 2020 to 2021 and then into 2022. Allow carryover for the special COVID circumstances. Earlene suggests the full amount for this year. We can decide to let employees carry over for this year and then decide for next year at a later time. Amanda Mast can ask for a report from BPC for the employee account balances as of December 2020. Whitworth asked if there is a disadvantage to roll over their old balance because it has already been paid out of payroll. Committee discussed letting employees have a full carryover for this year because of not being able to spend money on medical procedures due to COVID.

**Motion by Bergen and second by \_\_\_\_\_ to approve letting the employees extend their FLEX account carryover balance into the 2021 plan year and also allow the full balance carryover for the 2022 plan year. All in favor, motion carried.**

Allow Mid-year election changes with no qualifying event. Currently Mid-year changes in the FLEX spending account must have a qualifying event to change their FLEX account. Does the employer want to allow FSA reimbursement? BPC is waiting on some IRS rules to see what this means. The committee does not want to entertain this issue. Dependent care account doesn't have a rollover feature. Day care account, grace period of 2.5 months, in new legislation, they are asking employers to see if they want to extend the grace period deadline for 12 months to submit claims for 2020 and 2021. Committee discussing rolling over.

**Motion by Bergen and second by \_\_\_\_\_ to allow employees to extend a 12 month grace period to incur claims on the Dependent Care Account to 2020 to 2021 and 2021 to 2022. All in favor, motion carried.**

Amanda Mast – Dependent Care Account – To raise the age limit for kids in daycare from 12 years old to 13 years old because of the 12 month extension of the grace period. This would allow the parents to pay the carried over day care money for the 12 years old child.

**Motion by Bergen and second by \_\_\_\_\_ to raise the dependent age from 12 years old to 13 years old for the 2021 plan year. All in favor, motion carried.**

Amanda Mast will send a clean version of the BPC amendment form to Lohman for signatures.



3. **Workers Compensation Issues at the Sheriff's Department Update/Approval:** Sheriff Robbins reported there was a deputy that was sick with COVID back in November and he filed a Worker's Compensation claim because there is a state law that defines First Responders as eligible for Worker's Comp. The Insurance company paid for one claim for a deputy fairly quickly and then they denied a claim for a second deputy that was hospitalized. Robbins stated there was a lengthy questionnaire that was sent in for the second deputy. Robbins stated the States Attorney will review. Robbins stated the state statute is clear that First Responder employees that contract COVID are allowed to get Workers Compensation because it is presumed the employee got the virus while on duty. Treasurer Lohman will contact our claims analyst to see if we can get something taken care of and get this claim paid.
4. **COVID Vaccinations for Employees Update/Approval:** Young reported he signed the Vaccine Administration Agreement with Lincoln Land Community College to have Health Program training students to administer COVID vaccines.
5. **Employee Personnel Manual Update/Approval:** The Final Draft of the Personnel manual was given and committee members will take it home and bring back comments to the next meeting.
6. **Human Resources Update/Approval:** Deabenderfer stated he had an issue with IDES by getting a form. Heather Plunkett also received a form from IDES in error. This is a scam. Deabenderfer still feels we need a Human Resources Professional to help the Offices Holders deal with Employee Human Resource Issues. Even if we use a HR Consultant it may save the county money in the long run. Yeske stated she hasn't seen any issues the Elected Officials or States Attorney couldn't handle. Sheriff Robbins stated he thinks this is a needed full time position needed as he is shooting from the hip when dealing with employee issues. The FMLA forms are difficult and the Office holders are not trained for HR employee issues. Leiteiser also sees a need and we reach out to O'Hallaran on some issues or procedures and it would be helpful to have a person or consultant handle. Whitworth stated at this day and age, there is an expectation to have an HR person to handle employee personnel issues. Donaldson agrees that we need someone or an organization to help the office holders. Robinson, we can't afford to make another position as a good person would be paid \$60,000 and up. Bergen stated the States Attorney last month said we didn't need an HR person. The committee will research prices for companies. Donaldson state the Bambee HR services would be as low as \$99 per month and doesn't know what services are included.. Deabenderfer will ask Hillsboro School Superintendent Mr. Powell for more information regarding the HR aspect for the county.
7. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval:**
8. **Other Business Update/Approval:**
9. **Public Comments:** Mona Lewis was present and stated she has concerns about not being paid for COVID days off from work after December 31<sup>st</sup>, 2020 when the Federal Legislation ended for the FFCRA program. The committee stated it was the Federal Government that ended the FFCRA policy on December 31<sup>st</sup>, 2020 so employees have to take their own sick time off just like when taking off for other illnesses.

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

1. **2021 MFT Township Rock Letting Results Approval:** Engineer Greenwood shared the Township Rock Letting results that were opened on Tuesday.

**Motion by Miles and second by \_\_\_\_\_ to approve the low bids for 2021 MFT Township Letting. All in favor, motion carried.**

2. **2021 MFT County Rock Letting Results Update/Approval:** Engineer Greenwood shared the results of the County Rock Letting that were opened on Tuesday.

**Motion by Miles and second by \_\_\_\_\_ to approve the 2021 MFT County Rock Letting Results. All in favor, motion carried.**

3. **New Highway Department Update/Approval:** Greenwood stated that the electrical, plumbing and HVAC is all roughed in and they will be finishing the insulation today. Exterior metal, doors and windows have all been installed and the drywall will be delivered Friday, February 5<sup>th</sup>, and installed by Wright Brothers. Quotes for this work were received a few months ago. Greenwood reported he still needs a quote on flooring and shared a quote he received on office furniture. Greenwood stated he budgeted \$35,000 for office furniture and the quote from Egyptian Workspace Partners came in at \$38,270.

**Motion by Miles second by \_\_\_\_\_ to approve the quote from Egyptian Workspace Partners for the office furniture for an amount not to exceed \$39,000. All in favor, motion carried.**

4. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:**  
(if needed)
5. **Other Business:**
  - a. Committee discussed the project on East Union St. in Nokomis. Greenwood and Miles will go and explain the project to Nokomis City Council.
6. **Public Comments:**
7. **Other Business Update/Approval:**

**SAFETY & ELECTIONS:** Given by Mark Hughes

1. **EMA Report Update/Approval:** Nimmo called in and gave an update on COVID cases and the availability of Vaccines. There has been no increase in the allocated 400 local doses each week. There were 3,800 people signed up on the list as of Monday. Nimmo reported he is finalizing the Emergency Operations Manual by the end of March. Kevin Schott is working part time on the PIO and PPE for the COVID Pandemic.
2. **Ambulance Billing Office Update/Approval:** Hughes stated he spoke with the staff and everything is going ok and there is nothing new to report.
3. **ETSB/911 Update/Approval:** Bergen reported there is a meeting scheduled for this Thursday at 6:30 pm to inform the police and fire officers regarding the new 911 FLEX program. Bergen stated the ETSB is working on problems with the tower in Panama.



4. **Elections Update/Approval:** Leitheiser shared a handout for the Consolidated Election dates for April 6<sup>th</sup>, 2021 and she received approval from Affrunti to continue to use the ballot drop box on the north part of the building. Legislatures tabled a bill regarding using the ballot boxes that were purchased strictly for the November election. There are 16,800 register voters in the county.
5. **EPA Report Update/Approval:**
  - a. Tire Collection for Townships – Daniels reported she contacted IL EPA to set up a Tire Collection for local government agencies. A call will be scheduled in the next couple of weeks to set something up and Daniels will report at the next meeting.
  - b. Delegation Agreement – EPA is still working on drafting the Agreements.
  - c. Electronics Recycling for 2021 – Daniels has tentatively set up Saturday, September 18<sup>th</sup> and October 16<sup>th</sup>, 2021 for the Electronic Recycling drive. We hope to have one of those in Litchfield. Daniels did share information from CJD Recycling in Edwardsville however the prices were substantially higher.
6. **Safety Grant Update/Approval:** Daniels reported we were allotted \$6,797 for safety grant supplies and we will put in for AED's, Tasers, PPE and Body Cameras.
7. **Animal Control Facility Program Update/Approval:**
  - Change A/C Administrator to Safety & Elections from HWE Committee: The committee discussed the need to change the Animal Control Administrator in the Animal Control Ordinance to be the Chairman of the new Safety and Election Committee instead of the Health Welfare and Elections Committee.

**Motion by \_\_\_\_\_ and Second by \_\_\_\_\_ to approve the Animal Control Administrator to be the Chairman of the Safety and Elections Committee. All in favor, motion carried.**

- A/C Program Fees & Fines Review: The committee received a copy of the current animal control ordinance and fee structure to review in order to discuss at next month's meeting.
  - Vehicle – The Sheriff is getting rid of two Tahoe vehicles and purchasing a new one. The committee discussed looking into one of these because it is four wheel drive and enclosed which is better conducive for picking up or transporting animals. The Red Truck could be sold to get some money to put towards the Tahoe. The committee approved to spend up to \$4,000 to purchase of the Sheriff's Tahoe Vehicles.
8. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval:**
  9. **Other Business Update/Approval:**
  10. **Public Comments:**
  11. **Other Business Update/Approval:** None

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

Motion by \_\_\_\_\_ and second by \_\_\_\_\_ to approve the eight 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:** Appointment of Tonya Flannery to fill Kenneth Durbin's unexpired term on the Montgomery County Housing Authority Board of Commissioners.

Motion by \_\_\_\_\_ and second by \_\_\_\_\_ to appoint Tonya Flannery to fill Kenneth Durbin's unexpired term on the Montgomery County Housing Authority Board of Commissioners.

**PUBLIC COMMENTS:**

**PAY BILLS AND PAYROLL:**

1. **Approval to Pay Any Invoices to JJ Outlet, LLC and Yeske Soaps**
2. 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, March 9th, 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