

Montgomery County Board

Minutes

For Tuesday, July 13th, 2021 – 5:30 PM

The following are minutes of a regular meeting of the Montgomery County Board held at 5:30 PM on Tuesday, July 13th, 2021.

The meeting was called to order by County Board Chairman Evan Young at 5:34 PM.

Roll call was taken - 18 members present, 3 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, Gene Miles, Andy Ritchie, Earlene Robinson, Bob Sneed, Donna Yeske and Evan Young.

Members Absent: Bev McCoy, Richard Wendel and Patty Whitworth.

Pledge of Allegiance to the flag was led by County Board member Connie Beck.

Mileage and Per Diem Approval: Roll call vote to approve the Mileage and Per Diem: Voting yes were: Beason, Beck, Beeler, Bergen, Deabenderfer, Donaldson, Fogle, Havera, Hughes, Johnson, Jones, Loucks, Miles, Ritchie, Robinson, Sneed, Yeske and Young. McCoy, Wendel and Whitworth were absent.

All in favor, motion carried.

Approval of Minutes of Previous County Board Meeting: Motion by Donaldson and second by Johnson to approve the Minutes of the Previous County Board Meeting held on Tuesday, June 8th, 2021. All in favor, motion carried.

CONSENT AGENDA:

1. **Ambulance Billing Report** -- Sherry Greenwood -- Report was submitted.
2. **Animal Control Report** -- Amanda Daniels -- Report was submitted.
3. **Circuit Clerk's Report** ---- Holly Lemons was present for questions.
4. **Coroner's Report** --- Randy Leetham was present for questions.
5. **County Clerk and Recorder's Report** ---Sandy Leitheiser was present for questions.
6. **Health & TB Department Report** ---Hugh Satterlee was present for questions.
7. **Highway Department Report** ---Cody Greenwood was present for questions.
8. **Probation Office Report** ---Bance Ulrici -- Report was submitted.
9. **Public Defender's Report** ---Erin Mattson--**No report was submitted.**
10. **ROE – Monthly and Quarterly Reports** --Julie Wollerman -- Report was submitted.
11. **Sheriff's Report** ---Rick Robbins -- Report was submitted.
12. **SOA Report** ---Ray Durston was present for questions.
13. **State's Attorney Report** --Andrew Affrunti was present via teleconference.
14. **Treasurer's Report** ---Nikki Lohman was present for questions. She informed members 67% of the first installment of property taxes has been collected so far, and the first installment's due date is July 16th, 2021.
15. **V.A.C. Report** ---Dave Strowmatt was present for questions.

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

LIAISON REPORTS:

- **708 Board** – Robinson said at their recent meeting they received 10 applications for funding with \$678,613 total requested.
- **CEFS Board** -- Fogle stated Montgomery County CEFS has an opening for a Client Sector Director representative and anyone interested should contact CEFS for more information.

- **911 Board** — Bergen stated he had nothing to report.
- **Health Department** — Sandy Johnson stated she had nothing to report, but asked Health Department Director Satterlee about the potential of county citizens being canvassed door-to-door requesting they receive the COVID vaccine. Satterlee stated there is nothing planned for this activity at this time.
- **IL Association of County Officials** — Bergen and Beeler said they are receiving helpful ARPA information from this organization at this time. Leitheiser encouraged members to read IACBM's *Counties at the Capitol* report, which is very helpful.
- **MCEDC** — Yeske stated she will report during Development Committee.
- **Planning Commission** — Deabenderfer stated the Planning Commission had two meetings recently, both discussing the requests for waivers for the wind citing ordinance. He said the Planning Commission also amended the current wind citing ordinance to include a height waiver, and members should be receiving this document at today's meeting for their review.
- **Senior Citizens Board** — Deabenderfer stated the Senior Citizens Board hasn't met since last May.
- **UCCI** — Miles said UCCI will meet later this month in Galena, Illinois.
- **U of I** — Beck stated there is nothing to report.
- **WCDC** — Wendel was not present at the County Board meeting, but he left the following report, which was read: "Dan Bates, Job Center Chairman, attended the recent WCDC meeting. We are going to start having WCDC meetings and Job Center meetings the 3rd Thursday of the month, every other month, starting in August. WCDC will meet at 5:00 pm and the Job Center will meet at 6:00 pm. Counties will get back some of the money from the Community Development Fund which will be closed out. Employees will receive a 30 cent raise October 1st, 2021."

COMMITTEE REPORTS:

COORDINATING COMMITTEE: *Report Given by County Board Chairman Evan Young:*

1. **Information Systems Report Update:** Young stated IT Director Watkins reported their recent activities and said there was an increase in employees completing cybersecurity training after his office notified office holders. Young stated the IT Department has almost completed the LEAD software and the FLEX data sharing software updates.
2. **EMA Report Update:** Kevin Schott was present at the meeting, and he reported he has nothing to add at this time.
3. **2020 Census Data Update:** Leitheiser said she received an email from the US Census Bureau this week which provided the date of August 16th, 2021 for the release of 2020 Census data.
4. **FY 2022 Budget Update:** Young stated he is still working on the budget. He said he is thinking about eliminating one more committee to see if a reduced County Board size to 14 members will work. He said there won't be any cost savings at this time because he expects all members to retain the same number of committees.
5. **Resolution 2021-05 for INAD/Grace Herschelman Approval:** Leitheiser read Resolution 2021-05, a Resolution Celebrating the Life and Courage of Miss Grace Louise Herschelman of Montgomery County, IL. **Motion by Beeler and second by Robinson to approve the Resolution for INAD/Grace Herschelman. All in favor, motion carried. (For copy, see Resolution Book 18, page 234).**
6. **Other Business Update:** Young recognized Holly Lemons with a Certificate of Recognition for being honored earlier this month as this year's IACO County Official of the Year.

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

1. **Maintenance and Cleaning Issues and Report Update:** Sneed reported normal maintenance and cleaning issues and there were no problems.
2. **Coal Mine – Easement power line across the County Farm Approval:** Young reported he has been communicating with a Hillsboro Energy LLC representative regarding an easement on the County Farm so the coal mine can install a powerline extension there. Young said Hillsboro Energy is offering \$2.50 per foot for this powerline pole extension. **Motion by Sneed and second by Bergen to approve the proposal from Hillsboro Energy LLC to install a powerline pole extension on the County Farm at \$2.50 per foot, contingent on approval by the State's Attorney. All in favor, motion carried.**
3. **Sidewalk Replacement Approval:** Sneed reported the county is looking to replace some of the sidewalks this summer and are waiting for an estimate from a contractor at this time.

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

1. **MCEDC Update:** Yeske stated Belusko couldn't attend this meeting and she has nothing new to report. There were no MCEDC updates given.
2. **Revolving Loan Fund Update:** Yeske reported the RLF balance is \$95,000 and there were four outstanding loans. She said one RLF loan was just recently paid off and another will be paid off after the second distribution of taxes this year.
3. **Tourism Update:** Yeske said there is nothing new to report.
4. **Planning Commission – Review the suggested change to the County's Wind Ordinance Approval:** Yeske deferred to Deabenderfer, who reviewed changes the Planning Commission made to the Wind Citing ordinance, including a waiver form for wind tower height. He said two wind farms have approached the county with potential wind farm projects and they had an issue with the height regulations in our ordinance. He said the Planning Commission members thought it was best to come up with a formula to negotiate the height criteria so as to not lose potential revenue. He reported the amendments to the Wind Citing ordinance also include a waiver form. Beeler asked who the county designated representative is, and Deabenderfer replied the waiver comes back to the full board. **Motion by Yeske and second by Donaldson to approve the revised County Wind Citing Ordinance to the County Board for a 30 day review. All in favor, motion carried.**
5. **Mid-Illinois Regional Planning Council Inc. Update:** Young stated county boards are currently at a standstill whether or not we can use federal ARPA funds to help pay for county participation in this council. He said if we can't use ARPA money, then it may be several years to get enough money to get this council up and running.
6. **Governor's Energy Plan Update:** Yeske said this legislation may come up again in August, but as of now there is no movement.
7. **FY 2022 Budget Update:** Yeske said she put \$15,000 in the Development committee's budget for MCEDC, and she feels MCEDC is an important organization. Yeske stated she feels we need to fund both MCEDC and the new Regional Planning Council.
8. **Other Business Update:** Yeske reported the Development committee was under budget with Bicentennial expenses and only spent about \$9,000.

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

1. **SOA Report Approval:** Beeler stated Durston reported the Supervisor of Assessments office has processed 92 Certificates of Error for the 2020 tax bills and received notice of two Property Tax Appeal Board appeals of the 2020 assessment. She said Durston reported 911 Coordinator Ed Boyd received the grant agreement for the flyover in amount of \$109,987; and if we sign to do the flyover, we may not have to pay for the Pictometry/Connect account. Beeler reported ETSB applied for the grant, and Boyd will communicate with the ETSB State Administrator to see how the payment shall be handled. Boyd said it will need to be paid by June, 2022. **Motion by Beeler and second by Sneed to approve**

moving forward with the grant agreement 911 Coordinator Ed Boyd received in the amount of \$109,987 for updated flyover. All in favor, motion carried. Beeler stated this is the full amount of the flyover and thanked Boyd for his efforts to get a grant to pay for it. She said the flyover will take place next spring, so Beeler will budget for this next year.

2. **FY 2022 Budget Update - Budget Hearing Dates** – Budget Hearings are scheduled for Thursday 8/12/21 & Friday 8/13/21 @ 8:30 AM: Budget worksheets are due to the Treasurer's Office by next Friday. Beeler invites everyone to come.
3. **Litchfield Ambulance Levy Public Hearing Resolution Request Update:** Beeler reported Leitheiser presented documents and a timeline for the Litchfield Ambulance Levy request as approved by both the State's Attorney and the Litchfield City Attorney; but after the Finance Committee meeting, she discovered potential statutory language revisions and alerted both attorneys. Both attorneys agreed with Leitheiser's findings and endorsed a revised timeline and Public Hearing schedule. As a result, Beeler said we will need to table the Resolution to allow a Public Hearing concerning increasing the Litchfield Ambulance Special Service Area's tax rate until the August County Board meeting. **Motion by Beeler and second by Fogle to table the Resolution until next month's meeting. All in favor, motion carried.**
4. **Capital Improvement Fund Reports Update:** Beeler said the committee discussed the Capital Improvement Fund report submitted by Treasurer Lohman. Young reported the coal mine is shut down until at least the end of August.
5. **State's Attorney and Public Defender COLA Increase Approval:** Beeler reported the State informed us the COLA salary adjustments for the State's Attorney and Public Defender took effect July 1st, 2021. She said Lohman has asked the State of Illinois about the salary levels if the 2020 Census population goes under 30,000 and will report this information back as it becomes available. **Motion by Beeler and second by Yeske to approve the State of Illinois COLA salary increase for the State's Attorney from \$178,960.18 to \$183,434.18 effective July 1st, 2021. ROLL CALL VOTE:** Voting Yes were: Russell Beason, Connie Beck, Megan Beeler, Bill Bergen, Ronald Deabenderfer, Doug Donaldson, Tim Fogle, Jim Havera, Mark Hughes, Sandra Johnson, Jeremy Jones, David Loucks, Gene Miles, Andy Ritchie, Earlene Robinson, Bob Sneed, Donna Yeske and Evan Young. Wendel, McCoy and Whitworth were absent. **All in favor, motion carried. Motion by Beeler and second by Fogle to approve the State of Illinois COLA salary increase for the Public Defender from \$161,064.28 to \$165,090.76 effective July 1st, 2021. ROLL CALL VOTE:** Voting Yes were: Russell Beason, Connie Beck, Megan Beeler, Bill Bergen, Ronald Deabenderfer, Doug Donaldson, Tim Fogle, Jim Havera, Mark Hughes, Sandra Johnson, Jeremy Jones, David Loucks, Gene Miles, Andy Ritchie, Earlene Robinson, Bob Sneed, Donna Yeske and Evan Young. Wendel, McCoy and Whitworth were absent. **All in favor, motion carried.**
6. **America Recovery Plan Act (ARPA Funding) Update:** Beeler said the ARPA roundtable meetings are scheduled for: Saturday, July 17th, 2021 from 2 to 4pm; Tuesday, July 20th, 2021 from 6 to 9 pm; Thursday, July 17th, 2021 from 6 to 9 pm and Saturday, July 24th, 2021 from 9 to 11 am at University of Illinois Extension building in Hillsboro. She said an RSVP is requested for seating purposes. Beeler also reported she met last Wednesday at 7:30 am with County Department Heads to discuss how we will handle the ARPA budget request within county government offices. She said the roundtable meetings are just an information gathering option and some lists have already been submitted by email. Beeler stated everything will have to be vetted through Bellwether and scored through a rubric process. She said office Holders have several options to discuss their projects: at their budget hearings, at a scheduled Finance Committee meeting, or at a special Finance Committee meeting. Beeler said Yeske and MCEDC Director Belusko will attend the roundtable meetings with her, and she also stated Belusko has been invaluable working with planning and logistics.

7. **Rubric for ARPA Projects Update:** Beeler shared a draft of a rubric to prioritize the potential ARPA funded projects and asked the committee to review it and provide input. She stated she used rubrics from various federal grants to create this document. Loucks asked about a cap for the money on certain projects, and Beeler replied that is something the County Board will have to decide. Beeler said she doesn't want to rush into anything and wants to make sure all projects are vetted. Beeler said she will share the rubric draft with Bellwether and ask for their input so it can be finalized by next month and presented to the full board at their meeting in August. Yeske reported she has already reached out to the mayors requesting ideas for town projects, with some wish lists already submitted.
8. **Bellwether Contract Agreement Approval:** Beeler stated she talked with Bellwether and they are not able to offer more services other than those in the proposal. Beeler also said Treasurer Lohman has already given them data to review our potential lost revenue to qualify for ARPA funds in that category. She said the committee reviewed the Bellwether Contract Agreement. **Motion by Beeler and second by Jones to approve the Ordinance and Agreement to pay Bellwether a total fee of \$20,000, payable in two invoices of \$10,000, each for the Coronavirus State and Local Fiscal Recovery Funds consulting fee to assist with managing and administering the ARPA funds. All in favor, motion carried. (For copies, see Resolution Book 18, pages 235-237).**
9. **Election Equipment Purchase Approval:** Beeler stated the down payment to purchase new election equipment is \$80,000, and \$75,000 was budgeted in Office 375 and the remaining \$5,000 will come from the Elections Budget Office 045. Beeler added if we can claim lost revenue, we will be able to pay the cost of the Elections Equipment from the ARPA grant. If not, then coal money will be used for the new election equipment purchase. Beeler said she will ask Bellwether if we can budget and pay for the new election equipment out of the coal money and then reimburse from the ARPA grant if we qualify for lost revenue. Beeler stated we will move forward with the purchase of the election equipment. **Motion by Beeler and second by Donaldson to approve the contract with Liberty Systems to purchase the new Election Equipment in the amount of \$323,514 with an \$80,000 down payment in FY2021, \$75,000 will be from Office 375 and the remaining \$5,000 out of Elections Office 45. The remaining balance of \$243,514 will be paid in FY 2022 out of Office 375. ROLL CALL VOTE: Voting Yes were: Russell Beason, Connie Beck, Megan Beeler, Bill Bergen, Ronald Deabenderfer, Doug Donaldson, Tim Fogle, Jim Havera, Mark Hughes, Sandra Johnson, Jeremy Jones, David Loucks, Gene Miles, Andy Ritchie, Earlene Robinson, Bob Sneed, Donna Yeske and Evan Young. Wendel, McCoy and Whitworth were absent. All in favor, motion carried.**
10. **Resolution Sale in Error Fund Approval:** Beeler reported Nikki Lohman brought forward information last month regarding creating a resolution for the Sale in Error Fund and the committee needs to decide what to charge. Our county has never charged for this. **Motion by Beeler and second by Beason to approve adopting the resolution to create a Sale in Error Fund and to impose a \$60.00 fee per parcel effective immediately. All in favor, motion carried. (See Resolution Book 18, page 238).**
11. **Resolution to Convey Deed for Parcel #16-11-430-021 in Hillsboro Township to the City of Hillsboro Approval:** Motion by Beeler and second by Hughes to approve the Resolution to Convey Deed for Parcel #16-11-430-021 in Hillsboro Township to the City of Hillsboro. All in favor, motion carried. (See Resolution Book 18, pages 239-240).
12. **Resolution to Convey Deed for Parcel #21-19-351-002 in Donnellson to William Albro Approval:** Motion by Beeler and second by Ritchie to approve the Resolution to Convey Deed for Parcel #21-19-351-002 in Donnellson to William Albro. All in favor, motion carried. (See Resolution Book 18, pages 241-242).

13. **Resolution to Convey Deed for Parcel #04-33-280-004 in Harvel to Barbara Turner Approval:** Motion by Beeler and second by Beck to approve the Resolution to Convey Deed for Parcel #04-33-280-004 in Harvel to Barbara Turner. All in favor, motion carried. (See Resolution Book 18, pages 243-244).

PERSONNEL COMMITTEE REPORT: *Report Given by Committee Chairman Bill Bergen:*

1. **Employee Health Insurance and Monthly HRA report Update:** Bergen reported Health Insurance representative Amanda Mast presented the quarterly reports from Health Alliance to the committee. He said the HRA Utilization through 6/22/21 is 3.9%. Mast said we should have a renewal from Health Alliance by the next Personnel Committee meeting, and she estimates an increase due to larger employee usage. He said Mast will seek other quotes from other insurance companies as a negotiating tool with Health Alliance.
2. **Employee Personnel Manual Approval:** Bergen reported the Committee reviewed the final draft of the Employee Personnel Manual, and it is now ready for board approval. **Motion by Bergen and second by Yeske to approve the Employee Personnel Manual revisions made effective July 13th, 2021. All in favor, Motion carried.**
3. **Workers Compensation Issues at the Sheriff's Department Update:** Bergen reported Sheriff Robbins told the committee the insurance company accepted the workers compensation claim that had been in question for the past several months. He said the county will be reimbursed and any current claims will be paid for that case.
4. **Sheriff's Department – FOP Negotiations – Contract Expires 11/30/21 Update:** Bergen reported Robbins said he will call FOP union business agent Mark Russillo to see if they will email their proposals and possibly set up a meeting next month for an opener to review the proposals.
5. **Other Business Update:** Bergen said Robbins informed the committee a new Correctional Officer who didn't go to the academy has recently resigned. Robbins complimented his entire staff as they have been dealing with an increased amount of mental disability calls, domestic calls and civil order of protection calls. He said the Sheriff's office also recently dealt with four fatalities in one day. Johnson asked if the City of Nokomis has agreed to use the new Sheriff's dispatch system, and Bergen responded affirmatively.

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

1. **New Highway Department Update:** Miles stated the Highway Department staff is pouring a concrete pad for three 1,000 gallon fuel tanks at the new location. They will be placed next to each other in the open lot on the west side of the building. He said Highway Engineer Greenwood reported the pump controller holding data is maxed out on storing data internally. Miles also said Greenwood reported departments have been advised the fuel pumps are down until they move the tanks to the new facility so the controller can be reset.
2. **Nokomis Rd. (CH 7) Extension Update:** Miles stated there are no updates at this time and reported the City of Nokomis hasn't been discussing this issue on their agendas.
3. **Section 15-00138-00 BR Whitetown Bridge Replacement Appraisal Services Approval:** Miles said Greenwood shared an engagement letter with the committee for services by Stenger Professional Services, Inc. from Shelbyville, IL so they can negotiate with land owners and get fair market value for property so they can do the Whitetown Bridge Replacement. Hughes asked if they could contract with a local company for this service, and Greenwood stated this company has to follow federal guidelines since it is a Federal project and no local company is certified federally. **Motion by Miles and second by Donaldson to approve Stenger Professional Services, Inc. to provide primary appraisal services for \$16,200 to appraise eight parcels for land acquisition associated with the Whitetown Bridge and Red Ball Trail CH 9 project for Montgomery County. All in favor, motion carried.**

4. **Other Business Update:** Miles said they will start the Irving North Road blade project in a few weeks and it will be a two week project. Greenwood reported the new John Deere mower is here but recently needed repair.

SAFETY & ELECTIONS COMMITTEE REPORT: *Report Given by Committee Chairman Mark Hughes:*

1. **Ambulance Billing Office Update:** Hughes reported the Ambulance Billing staff recently signed documents to be removed from Union Local 397. He also said the staff will close the office for online training for about a day and a half during this month.
2. **ETSB/911 Update:** Hughes deferred to Bergen, who stated there is nothing new to report.
3. **EPA Report Update:** Daniels reported we are still waiting for a date to have a municipal tire collection and for paperwork on our 5 year delegation agreement. She also said we are hoping to schedule an electronics recycling drive for spring and fall in 2022.
4. **Animal Control Facility Program Update:** Hughes stated there were 16 dogs and 16 cats currently at the facility. He said Animal Control Warden Amanda Daniels was busy over the Fourth of July holiday weekend providing animal control services as a result of a bad car accident in Coffeen Saturday night and rescuing pets from a deceased pet owner on Monday.
5. **Animal Control Ordinance & Municipal Contracts Update:** Hughes said he and Daniels met with State's Attorney Affrunti regarding the Animal Control Ordinance and the Municipal Contracts. He said they hope to have something to recommend to the committee next month, as Affrunti is ready to hand off the ordinance.

APPROVAL OF 7 COMMITTEE REPORTS & MINUTES:

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

ANNOUNCEMENTS: None

SCHEDULE CHANGES: None

APPOINTMENTS: Motion by Beeler and second by Ritchie to appoint Dwayne Gerl, Marilyn Sisson, Dave Hollo, Mark Brown, Kassidy Paine, Timothy Wright, Woodrow Street, Ray Kellenberger and Robert Buda to the City of Litchfield EMS Ambulance Board effective July 13th, 2021 through July 11th, 2023. All in favor, motion carried.

Motion by Robinson and second by Hughes to reappoint Breanna Wasson and Bev Whalen to the Coffeen Fire Protection District for a 2 year term effective from July 13th, 2021, expiring in April, 2023. All in favor, motion carried.

PUBLIC COMMENTS: None

PAY BILLS AND PAYROLL:

1. **Approval to Pay any Invoices to JJ Outlet, LLC and Yeske Soaps:** Motion by Deabenderfer and second by Donaldson to pay any invoices for JJ Outlet, LLC and Yeske Soaps. Voice Vote: 17 members in favor, 0 members against, 3 members absent (McCoy, Wendel and Whitworth), and 1 member abstained (Yeske). Motion carried.
2. **Approval to Pay All Other Invoices:** Motion by Hughes and second by Fogle to pay all other approved bills and payroll. All in favor, motion carried.

ADJOURN: Young stated the Next Regular full Board Meeting will be held on Tuesday, August 10th, 2021, at 5:30 pm in the County Board Room, Hillsboro, Illinois. Motion by Loucks and second by Yeske to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting Adjourned at 6:45 pm.

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

