

**Montgomery County Board  
Minutes**

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**For Tuesday, January 11<sup>th</sup>, 2011 – 8:30 AM**

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, January 11<sup>th</sup>, 2011 in the County Board Chambers of the Historic Courthouse, Hillsboro, Illinois.

**The meeting was called to order by County Board Chairman Mike Plunkett at 8:30 AM.**

**Roll call was taken. 19 members present, 2 members absent, and then amended to 20 members present, 1 member absent after Hitching's arrival.**

**Members Present:** Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Bonnie Branum, Ronald Deabenderfer, Robert Durbin, Joe Gasparich, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Sharon Kuchar, Scott Merano, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams.

**Members Absent:** Frank Komor

**Pledge of Allegiance to the flag was given.**

**Mileage and Per Diem Approval:**

**Motion by Branum, second by Miles to approve the mileage and per diem. All in favor, motion carried.**

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

**Motion by Hertel, second by Kuchar to approve the Minutes of the Previously Adjourned County Board Meeting held on Tuesday, December 14<sup>th</sup>, 2010. All in favor, motion carried.**

**Approval of Minutes of the Historic Courthouse Renovation Project Public Meeting:**

**Motion by Bone, second by Wendel to approve the Minutes of the Historic Courthouse Renovation Project Public Meeting held on Thursday, December 30<sup>th</sup>, 2010. All in favor, motion carried.**

**CONSENT AGENDA:**

1. **Chief Assessment Officer's Report** – Ray Durston was present for questions.
2. **Circuit Clerk's Report** – Holly Lemons was present for questions.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions.
4. **County Treasurer's Report** – was submitted.
5. **G.I.S. Coordinator's Report** – Mary Purcell was present for questions.
6. **Health Department Report** – Hugh Satterlee was present for questions.
7. **Probation Officer's Report** – 2 reports were submitted for the past and present months.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – was submitted.
10. **T.B. Department Report**– was submitted.
11. **V.A.C. Report** – Dave Strowmatt was present for questions and he announced that the VAC office will be closed Friday, January 7<sup>th</sup> while he is out of town for training.

**APPROVAL OF 12 ITEMS ON THE CONSENT AGENDA:**

**Motion by Beck, second by Durbin to approve the 12 office reports on the Consent Agenda. All in favor, motion carried. (Probation handed in 2 reports this month.)**

## COMMITTEE REPORTS:

### COORDINATING COMMITTEE REPORT: Given by Chairman Mike Plunkett as follows:

- 1. Project Labor Agreement Presentation -Update:** Southwestern Illinois Building & Construction Trades Council Executive Secretary and Treasurer Dale Stewart of Hillsboro and Midwest Region Foundation for Fair Contracting Corporation Director Randy Harris of Springfield gave a visual presentation and Stewart explained the benefits of a Project Labor Agreement to local businesses, residents and government agencies. He stated there are 15 International Craft Unions and 1200 craftspeople who reside in Montgomery County, and a Project Labor Agreement helps to ensure a local workforce as County laborers would work on County projects over \$100,000. All participating craft Unions utilize USDOL certified apprenticeship programs producing highly trained and skilled craft workers. The Council sets wages, hours of work, working conditions and public wages are established by State Statute, and many studies suggest costs are actually lower on PLA projects. He stated that PLA's have proven to be a financial benefit to the community and ensure projects are completed on time and on budget. Stewart stated that the Council started in 1981 to try and make a better workplace and that he and the other tradesmen here today suggest the County look at this agreement. Hertel asked if they have percentages of how many local workers are hired, and Stewart replied they do not. Harris stated that the Illinois Preference Act was ruled unconstitutional and they cannot put percentages of local workers in a Project Labor Agreement. Stewart explained they have a pre-job meeting before a project starts to bring in as many local workers as possible. Kuchar asked if the apprenticeship program will work at keeping people residing in the County. Stewart replied affirmatively and said the program creates careers, not just jobs and stated local jobs would include a higher number of local residents than what they are now. The Full Board will vote on the Project Labor Agreement at the February meeting. **(For a copy of the Presentation, See Resolution Book 11, pages 1-8).**
- 2. Changes and Additions to the Rules of Order for the Montgomery County Board -Approval:** The Rules of Order Committee met and approved the following changes to the Rules of Order for the Montgomery County Board:
  - **2<sup>nd</sup> page of the Rules of Order Booklet, Rule #1:** Changed to read "Quorum to conduct business shall consist of "one more than half" of the members of any meeting." (Was "51%")
  - **2<sup>nd</sup> page of the Rules of Order Booklet, under Consent Agenda:**  
**Consent Agenda - 911** Coordinator's report eliminated since 911 now under the authority of the Sheriff.
  - **2<sup>nd</sup> page of the Rules of Order Booklet, under Committee Reports:**  
**Consent Agenda and Committee Reports** - will go in exact Alphabetical Order, with the exception of the Coordinating Committee, which will remain 1<sup>st</sup> on the Committee Reports.  
The order will read 1) Coordinating Committee Report; 2) Building & Grounds Committee Report; 3) Economic Development Committee Report; 4) E.M.A./Ambulance Committee Report; 5) Finance Committee Report; 6) H.W.E. Committee Report; 7) Personnel Committee Report;  
8) Road and Bridge Committee Report
  - **3<sup>rd</sup> page of the Rules of Order Booklet. Rule #6:** Changed to read "No member shall speak more than twice on the same question without leave from the Chair, and shall not occupy more than 15 minutes the first time, no more than 5 minutes the second time. The member shall stand whenever he speaks on a question *if requested by the Chair.*"

- **3<sup>rd</sup> page of the Rules of Order Booklet, Rule #7:** Changed to read “A member called to order by the Chair shall immediately end his/her remarks unless permitted to explain, and if there is no appeal, the decision of the Chair shall be final.”
- **4<sup>th</sup> page of the Rules of Order Booklet, Rule #32 changed to Rule #33, new Rule #32 added:** Added to read “A Roll Call vote is required for any expenditure of \$50,000 or more.”
- **4<sup>th</sup> page of the Rules of Order Booklet, Prior Rule #32 changed to Rule #33.**

**Motion by Deabenderfer, second by Bishop to Adopt the Rules of Order for the Montgomery County Board as Presented, All in favor, motion carried.** Deabenderfer stated the committee discussed the day and time of Full Board meetings and was told that night meetings have been tried in the past but did not work. He stated that the meetings will stand at 8:30 a.m. on the 2<sup>nd</sup> Tuesday of each month and opinions to change this can be brought to himself or Chairman Plunkett.

**BUILDING AND GROUNDS COMMITTEE REPORT:** Given by Chairman Terry Bone as follows:

1. **Testing of Panic Alarm System for Historic Courthouse -Update:** Committee discussed the testing procedures for the panic alarm system in the Historic Courthouse. Holmes had been testing the panic alarm system until June when she started working with Ambulance small claims and didn't have time to do this each month. Sheriff Vazzi called towards the end of the meeting and stated that someone from the Sheriff's office will be testing the panic alarms each month.
2. **DCEO Lighting Grant -Update:** Dave Ronen from A & D Electric called to report that he was able to work with DCEO to get some additional grant funds for the Energy Lighting Grant. Total amount from DCEO will now be \$39,096.00. The original amount was \$34,243. The material for the project is currently being stored at A & D in Litchfield. Work is ready to start soon and trailers with the material will be set up near the jail. Ronen will coordinate with proposed Historic Courthouse project to install new lighting.
3. **Historic Courthouse Evacuation Plan -Approval:** Committee reviewed and discussed the proposed draft of the Historic Courthouse Evacuation Plan. Department Heads of the Historic Courthouse, EMA Director Holmes and Bone had three meetings to discuss and prepare the evacuation plan, which was approved. **Motion by Bone, second by Kuchar to Approve the Historic Courthouse Evacuation Plan. All in favor, motion carried.** Bone stated that the Historic Courthouse has no fire alarm system and that the “All Page” button on the phones will be used as an alarm as part of the Evacuation Plan. **(For copy of Evacuation Plan, See Resolution Book 11, page 9).**
4. **Weather Radios -Update:** 20 Weather Radios were purchased to be located in all the County Offices.
5. **Johnson Controls Service Agreement -Approval:** The committee discussed the annual Johnson Controls Service Agreement that is due for renewal on March 1<sup>st</sup>, 2011 for the HVAC System at the New Courthouse. The committee approved the annual maintenance agreement with Johnson Controls in the amount of \$5,797. **Motion by Bone, second by Wendel to Approve the Annual Maintenance Agreement with Johnson Controls in the Amount of \$5,797. Voice Vote: 19 For, Against – 1 (Hertel). Motion carried.**
6. **Historic Courthouse Renovations Approval –Motion Failed:** Brent Lance of Hurst-Rosche discussed the bidding schedule and presented a timeline: Advertise on Wednesday, 1/12/11 – Specs and Drawings ready 1/13/11 – Out for Bidding by 1/23/11 – Four weeks for contractors to bid – Pre-bid meeting will be on 2/16/11 – Bid Opening 2/23/11 – Hurst Rosche would review bids – Winning bid will be presented to the full board on 3/8/11. The committee discussed audio/visual needs for the Board room and would like to make that an alternate bid because many features will change in the Board room. Discussion took place on eliminated the projector and monitors in the desks but including the projector screen. Bone stated the committee

recommends bidding out the Historic Courthouse Renovation Project for an estimated cost of \$1.3 Million that includes contingency and doesn't include \$250,000 in grant funds. **Motion by Bone, second by Miles to Approve Bidding out the Historic Courthouse Renovation Project for an Estimated Cost of \$1.3 Million that includes contingency and doesn't include \$250,000 in Grant Funds.** Discussion: Gasparich acknowledged Building & Grounds Chairman Bone and his Committee and Hurst-Rosche for their fine work and thought into this project but is concerned with the financial situation of the County and State of Illinois. He referenced the document by University of Illinois saying the budget crisis is critical and that Illinois is #1 in unsecured debt at 130+ Billion. Gasparich said he talked to Treasurer Jenkins who reported the State is behind in salary payments for the County's State's Attorney and Public Defender at \$188,200. Gasparich said he does not suggest we ban the project, but wait to see what Illinois will do this next fiscal year. Helgen stated he has had several constituent calls on this and agreed with Gasparich about the poor fiscal condition of the state. Helgen also believes that the County Board Room is adequate for the 2 hours each month the board uses it. He attends the UCCI meetings and hears of other counties with budget deficits, and stated some counties have not given raises for 5 years. If we spend the money, Helgen does not want the board room remodeled. Kuchar stated that Building & Grounds has done an excellent job but suggests maintaining the Courthouse for now and looking at renovations after the coal money comes in, possibly in 5 years. She reported that she also has had numerous calls from people in Litchfield. Bathurst stated she had only 1 negative call about the project, and at the public meeting no one said to do nothing and let the building rot. Everyone said to do something to the building. She stated we have an obligation to maintain this 130 year old building, it will take an incredible amount of money to make it useable, and low efficiency heating and cooling units now allow for raising the ceiling in the board room. Bathurst said the county does have the money, explained that our auditor said not to spend coal money on day to day operations but on infrastructure, and stated the longer we wait to renovate, the more expensive it will be. She also stated that the Historical Society cannot afford to maintain this building, only a government agency can. Deabenderfer stated we aren't getting much investment interest on our surplus funds and believes we should reinvest our money here in the Courthouse, and we should do it now when economically feasible. Branum stated that the main objective in buying the Courthouse Annex was to get SOA off the third floor and he would like to see them on the second floor. He reminded board members that costs for the Annex building were estimated at \$300,000 and escalated to \$600,000. He believes the board room should stay the same without raising the ceiling and that it is handicapped assessable now with the lift at the back of the room. Moore reminded the board that we are not voting to spend the money on the project now, but suggested this approval proceed so we may put this project out to bid to see the cost. Bishop stated that she is new to the Building & Grounds Committee and believes there is need for space, storage and safety but is not sure about the plan. Bishop agreed that the building is very important but we need to slow down a little. Hertel stated he has no problem with the idea of preserving the Courthouse but is concerned with the lack of State reimbursements to the County, and said if the State doesn't pay their share to us, then we will be forced to use the coal money for day to day operations, which should not be done. Hertel suggested we delay the bid process and wait for the County Audit Report and for the State to get their budget passed. Bathurst stated she is building a house now and this is a good time to renovate as laborers are anxious to work and building costs are reasonable. Bathurst also stated that our decisions impact the entire County, the impact to the labor community will be beneficial. Merano believes that the safety of the employees and the public in the Courthouse is important and that we should maintain the building, but doesn't agree with spending a large amount of money on the County Board room.

**Roll Call Vote: Ayes 7, Nays 13, Absent 1. Those Voting Aye: Mary Bathurst, Terry Bone, Ronald Deabenderfer, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel. Those Voting Nay: Connie Beck, Nikki Bishop, George Blankenship, Bonnie Branum, Robert**

**Durbin, Joe Gasparich, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Sharon Kuchar, Scott Merano, Dennis Williams. *Those Absent:* Frank Komor. Motion Fails.**

**EMA/AMBULANCE COMMITTEE REPORT: Given by Chairman Jim Moore as follows:**

**Ambulance Call Reports:**

A summary of monthly operations for **December 2010** are as follows:

Total calls: 385    Total amount billed: **\$224,041.00**    Amount collected: **\$98,887.88**

**AMBULANCE REPORT:**

- 1. Collections -Update:** Total Collections for **December** are **\$98,887.88 (Old and New System)**. Moore thanked the State's Attorney's office for their assistance in the collections process.
- 2. Ambulance Reports -Update:** Letters have been sent to the 5 area Ambulance Districts for getting reports in on time. The committee discussed communicating with the Raymond/Harvel Ambulance District to get their reports to the EMA office in a timely manner. Hitchings will call one of the Ambulance Board members to relay the information on the importance of getting reports in on a timely basis. Plunkett will call the Raymond fire chief to see if the Ambulance Department can use their fax machine to get reports to the EMA Billing office.
- 3. Credit Bureau Report -Update:** We will have a Credit Bureau report for our meeting in February.
- 4. Raymond/Harvel Reports -Update:** Reports came Monday, January 3<sup>rd</sup> in the afternoon mail.

**EMA:**

- 1. Emergency Plans -Update:** Emergency and evacuation plans are being finalized for the Historic Courthouse. The final meeting was held January 6<sup>th</sup> at 3:00 p.m. in the County Board room.
- 2. School Bomb Class -Update:** A class on Understanding and Planning for School Bomb Incidents was held on January 8<sup>th</sup> at the Nokomis Fire Station from 8:00 a.m. - 5:00 p.m. This was a free class for anyone to attend. Joe Gasparich hosted the class.

**NEW BUSINESS:**

- 1. Team Leader Meeting -Update:** The annual Team Leader meeting for 2011 has been set for March 3<sup>rd</sup> at 9:00 a.m. - 12:00 p.m. This will be held at IFSI for TRT and HazMat State deployable teams.

**ECONOMIC DEVELOPMENT COMMITTEE REPORT: Given by Chairman Ron Deabenderfer as follows:**

- 1. County Comprehensive Plan -Update:** Deabenderfer reported that at the last meeting four different policies were approved unanimously by six Board members present and one absent. There will be two Comprehensive Planning meetings in January on the 13<sup>th</sup> and 20<sup>th</sup> at 6 p.m at the Cooperative Extension Office. Five objectives regarding land use planning will be discussed at the meeting on January 13<sup>th</sup> and the Planning Commission will work on action steps at the meeting on January 20<sup>th</sup>. Amanda Cole reported that she will check when the layers will be shared with our GIS department, and the timeframe we receive the data should be in January.
- 2. Enterprise Zone -Update:** Deabenderfer reported that Coordinator Daniels told committee members that the Enterprise Zone Council held a meeting on December 30<sup>th</sup>, 2010 and the committee discussed the concerns Litchfield Mayor Jones has regarding allowing the additional 5 units of government and their respective voting Mayors into the County Enterprise

Zone. This allowance would then require that a total of 11 units of government would need to pass amended Intergovernmental Agreements and amended Ordinances when altering the Enterprise Zone, ultimately resulting in a unanimous decision. Mayor Jones felt that he didn't want another municipality to vote against a prospective project for Litchfield. Coordinator Daniels and Amanda Cole attended the City Council meeting on Tuesday, January 6<sup>th</sup>, 2011 to explain the need to approve the amendments to the Enterprise Zone. Deabenderfer stated that Litchfield City Council voted to table passing the amendments to the Enterprise Zone for 30 days. Litchfield believes that expanding from 6 units of government to 11 will make the approval process more difficult.

3. **Revolving Loan Fund -Approval:** Deabenderfer reported that Amanda Cole provided members information showing that the Revolving Loan Fund balance is currently about \$150,000. There are 3 businesses using the Revolving Loan, and the MCEDC has requested that the Revolving Loan Fund be increased in order to help a potential business expansion for an existing business in the County. This light manufacturing business will employ an additional ten full-time jobs. The Revolving Loan Fund Board will review the application and the County would be co-primary lenders, and according to Treasurer Jenkins, the funds are available. The interest from the Revolving Loan Fund goes to the General Fund, and the committee recommends that the Full Board put an additional \$150,000 in the Revolving Loan Fund. Deabenderfer stated that a new business is also looking for a Revolving Loan Fund loan of \$200,000, but if the business does not get an anticipated contract, the funds would not be loaned out. **Motion by Deabenderfer, second by Hitchings to Approve Putting an Additional \$150,000 in the Revolving Loan Fund from the General Fund. All in favor, motion carried.** Chairman Plunkett stated we are not spending money, just moving them from one fund to another and the money still draws interest. He asked Board members if anyone wanted a roll call vote to approve this transfer of funds and no one replied affirmatively.

**FINANCE COMMITTEE REPORT: Given by Chairman George Blankenship as follows:**

1. **New Main Frame Computer-Circuit Clerk -Approval:** Circuit Clerk Lemons addressed the committee with a proposal from Goodin Associates Limited for a new AS/400 Computer System for an amount of \$32,772.65. This proposal will include 3 years of maintenance for the system that runs all the programs for the Circuit Clerk's office. Maintenance on the current system is \$9,000/year, and Lemons budgeted \$40,000 for this system for FY2011. Lemons stated that the current AS/400 is 5-7 years old and is breaking down and the Maintenance contract after 3 years will be significantly less than before. She reiterated that this would be paid out of the Automation Fund from fees not from the taxpayers' General Fund. **Motion by Blankenship, second by Gasparich to approve the purchase of a New AS/400 Computer System for \$32,772.65 from Goodin Associates Limited from the Automation Fund. All in favor, motion carried.**
2. **Forrestal Group -Update:** Assessment Consultant Gene Stuard sent a report regarding the Coal Company Assessment informing the committee he will meet on March 7<sup>th</sup> with the Coal Company. The Coal Company parcels will need to be put on the Assessor's books by July 2012 to have a tax bill to reflect coal production in 2013. Durston stated that he and the East Fork Township Assessor will get the information for all the buildings in March or April 2011 so that the taxes on the buildings will be assessed in 2011 and payable in 2012. The Forrestal Group will get the information on how to assess the coal production values sometime this March or April and report back to the committee.
3. **Hazards Mitigation Plan -Update:** County Clerk Leitheiser reported that Greg Michaud emailed her regarding the approved County Natural Hazards Mitigation Plan and that the county can submit grant applications for any projects that we may wish to pursue. Leitheiser stated that other county offices and participating municipalities have also received this grant paperwork.

## **HWE COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:**

- 1. Elections -Update:** County Clerk Leitheiser shared information regarding the candidates who have filed with Local Clerks for the Consolidated Election to be held on April 5<sup>th</sup>, 2011. The Local Clerks have until January 27<sup>th</sup>, 2011 to file their Certification of Ballot with the County Clerk.
  
- 2. Recycling Program and Events:**
  - **Raymond Recycling Drop Off -Update:** Mayor Dennis Held and Trustee Emily Battin attended the meeting to discuss the Raymond Recycling program. After a lengthy discussion, the committee approved to try Raymond's proposal for 1 year. The 4-H group will open their drop shed each Saturday, weather permitting, from 8:00 am to 10:00 a.m. and the county would continue to pay \$100 per month. In the second year, the County and Raymond would each fund the 4-H group \$50 per month and county funding would stop in the third year.
  - **Nokomis Drop Shed Repairs -Approval:** Nokomis Commissioner Terry Hill addressed the Committee regarding bids that were received to make repairs to the Nokomis drop off building. The Committee discussed Hadley's option #2 of just fixing the floor and rafters at this time for \$6,898.09 and doing the roof at a later time. The committee approved to go with Hadley's Option #2 for \$6,898.09 and split this cost with the City of Nokomis. **Motion by Durbin, second by Graden to go with Hadley's Option #2 for \$6,898.09 to repair the floor and rafters of the Nokomis Drop Shed, a 50%/50% project with the County and the City of Nokomis, the County's portion is \$3,449.05. All in favor, motion carried.** Plunkett stated that this will be contingent on approval by Nokomis. Media representative Tobin Ott reported that the City of Nokomis voted last night to also approve this proposal.
  - **Reviewing 2010 Recycling -Update:** New drop off facilities have been built in Farmersville, Waggoner and Donnellson, the second annual Electronics Drive in April brought in 80,000 lbs. of material, and Durbin stated another recycling drive will be held in May or June.
  
- 3. EPA Report -Update:** Bill Gonet shared his report on the open dump inspections. December training was cancelled due to inclement weather. There will be training in January.
  
- 4. Animal Control Facility and Program:**
  - **Animal Control Intake Summary -Update:** There were 35 animals taken in at the facility for the month of December. The total animal intake for 2010 was 617. In the month of December there were 7 animals claimed by their owner, 13 were adopted, 20 went to rescue organizations, and 2 were euthanized. For 2010 the facility totals for outgoing animals: Claimed by owner – 120. There were 166 animals adopted and Rescue organizations took 268 animals. A total of 29 were euthanized in 2010.
  - **Revenues & Expenses -Update:** Revenue for December 2010 was \$2,945.00. Total revenue for 2010 was \$61,401.08. Expenses for December 2010 were \$7,087.00. Total Expenses for 2010 was \$71,423.00. Chairman Plunkett reported that the 2010 net operating expense was \$10,000 as compared to costs of \$13,000 before the animal control facility was built in 2009, and twice as many animals have been housed. The HWE Committee expected reduced costs from operating our own facility and is pleased that this is now the case. He added that we did add a part-time employee at the Animal Control Facility, but money for that salary is being generated from collecting fees. Durbin agreed the Animal Control Facility is operating well.
  - **Open Bids for Old Incinerator -Approval:** One bid was received for the old incinerator for \$500 from Lloyd Johnson. The committee approved to sell the Incinerator for \$500.

**Motion by Durbin, second by Kuchar to Sell the Old Incinerator for \$500 to Lloyd Johnson. All in favor, motion carried.**

**PERSONNEL COMMITTEE REPORT: Given by Chairman Sharon Kuchar as follows:**

- 1. Personnel Manual -Update:** Kuchar stated the committee discussed the review of the County Personnel Manual by Mike Teranovah of ICRMT. He will look at merging the County employee manual with the Health Department employee manual, and more information will be available next month. Letters will be sent to County Office Holders for suggestions on the Personnel Manual, and any issues or concerns can be brought to the Personnel Committee meeting.
- 2. Personnel Committee Information -Update:** Committee members reviewed their binder containing a current copy of each of the 5 Union Contracts and the current Employee Personnel Manual. Kuchar shared that the meeting was short but very productive.

**ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Bonnie Branum as follows:**

- 1. Walton Park Project -Update:** The Project is still on schedule for the January 21, 2011 State Letting, and the State is going to use the last county-approved Local Agency Addendum #1 for Federal Participation prior to the letting on January 21<sup>st</sup>, 2011. Once the State knows the actual low bid, they will approve an Addendum #2 to include the actual cost divisions and the State central office will allow the use of STR and STU funds if we need them. The current Intergovernmental Agreement has no expiration date and is a 50%/50% split with Litchfield. The County can't force Litchfield to split the \$300,000 they received from the State. Engineer Smith reported that he applied for an additional \$350,000 that will come from the Federal government's emergency repair fund and will be applied to the cost of the project.
- 2. Red Ball Trail Project -Update:** A Public Hearing was held on December 16<sup>th</sup>, 2010 and there was a controversy on closing the road. As a result, the Letting is postponed to a later date.
- 3. Bridge Inspection Class -Approval:** Smith was notified that the State will be holding the 10-day bridge inspection class and he has a seat that is available in the class. It will be held from January 24<sup>th</sup> to February 4<sup>th</sup> in Springfield. The cost is \$1500, and there is money available in the County Highway Fund for this class. Once certified, Engineer Smith would become a Team Leader Program Manager and qualified to inspect bridges, saving the county money by not paying another firm. The committee approved Engineer Smith to take the Bridge Inspection Class. **Motion by Branum, second by Helgen to Approve \$1500 for Engineer Smith to Take the Bridge Inspection Class. All in favor, motion carried.**
- 4. 2011 Fuel Letting -Approval:** One bid was received from M&M Service.
  - **Alternate #1:** Unleaded Fuel – Price fluctuates every 3 months - \$2.851/gal.  
Diesel Fuel – Price fluctuates every 3 months - \$2.976/gal.
  - **Alternate #2:** Unleaded Fuel – Fixed price - \$3.151/gal.  
Diesel Fuel – Fixed price - \$3.266/gal.The committee approved and recommends Alternate #1 from M&M Service Co. for Unleaded and Diesel Fuel where the prices change every 3 Months. Unleaded Fuel total is \$2.851/gal. and Diesel Fuel total is \$2.976/gal. **Motion by Branum, second by Miles to Approve Alternate #1 from M&M Service Co. for Unleaded and Diesel Fuel, a Fluctuating Bid. Unleaded Fuel total is \$2.851/gal. and Diesel Fuel total is \$2.976/gal. All in favor, motion carried.**
- 5. 2011 Rock Letting Date -Update:** 2011 Rock Letting is scheduled for Thursday, January 20<sup>th</sup>, at 9:00 a.m. at the Highway Department.
- 6. 2011 Culvert Letting Date -Update:** 2011 Culvert Letting is scheduled for Wednesday, February 23<sup>rd</sup>, at 9:00 a.m. at the Highway Department.



7. **2011 Oil Letting Date -Update:** Oil Letting is scheduled for Friday, February 25<sup>th</sup> at 10:00 a.m. at the Highway Department.
8. **Walshville Trail Bridges -Update:** A Traffic analysis was performed in October 2009, and Different options were discussed for this bridge replacement. Temporary bridge construction is more expensive by adding an estimated \$300,000, and Engineer Smith sent information to all three agencies in regards to emergency issues with closing this bridge and presented the following options:
  - **Option #1** -- About \$905,000 – Construction of new bridge by closing the entire bridge.
  - **Option #2** -- \$1,270,000 – Stage construction-estimated cost to replace 1 side at a time.
  - **Option #3** -- \$1,500,000 – Run around option- build a bypass bridge.This would be an 80%/20% split with the State out of the BRR Funds. If this road and bridge gets closed for a short period of time, it would be difficult for Emergency Services to respond in a timely manner. Branum reported that the Committee is still considering these options.

**APPROVAL OF 9 COMMITTEE REPORTS & MINUTES:** Motion by Bathurst, second by Bishop to approve the 9 committee reports and minutes which includes the Rules of Order Committee minutes. All in favor, motion carried.

**APPOINTMENTS:** Motion by Hertel, second by Beck to approve the appointment of Nikki Bishop to the C.E.F.S. Board of Directors as public sector representative from Montgomery County. All in favor, motion carried.

**PAY BILLS:**

1. **Approval to Pay Any Invoices from Adams & Wilson, PCC and Books and Moore:** Motion by Deabenderfer, Second by Wendel to pay any invoices for Adams & Wilson, PCC and Books and Moore. Voice Vote: In favor – 19, Against – 0, Absent – 1, Abstain -1 (Jim Moore) Motion carried.
2. **Motion by Blankenship, second by Graden to pay all other approved bills. All in favor, motion carried.** For itemized listing of bills paid, refer to Accounts Payable Book for FY 2011.

**ADJOURN:** Until the Full Board Meeting on *Tuesday, February 8<sup>th</sup>, 2011 at 8:30 a.m.* in the County Board Room, Historic Courthouse, Hillsboro, Illinois.  
**Motion by Branum, second by Merano to adjourn the Full Board Meeting. All in favor, motion carried.**

Meeting adjourned at 9:55 a.m.

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

**Montgomery County Board  
Minutes**

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**For Tuesday, February 15<sup>th</sup>, 2011 – 8:30 AM**

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, February 15<sup>th</sup>, 2011 in the County Board Chambers of the Historic Courthouse, Hillsboro, Illinois.

**The meeting was called to order by Acting County Board Chairman Terry Bone at 8:30 AM.**

**Roll call was taken. 20 members present, 1 member absent.**

**Members Present:** Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Bonnie Branum, Ronald Deabenderfer, Robert Durbin, Joe Gasparich, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Frank Komor, Sharon Kuchar, Scott Merano, Gene Miles, Jim Moore, Richard Wendel, Dennis Williams.

**Member Absent:** Mike Plunkett

**Pledge of Allegiance to the flag was given.**

**Mileage and Per Diem Approval:**

**Motion by Kuchar, second by Wendel to approve the mileage and per diem. All in favor, motion carried.**

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

**Motion by Hertel, second by Gasparich to approve the Minutes of the Previously Adjourned County Board Meeting held on Tuesday, January 11<sup>th</sup>, 2011. All in favor, motion carried.**

**CONSENT AGENDA:**

1. **Chief Assessment Officer's Report** – Ray Durston was present for questions.
2. **Circuit Clerk's Report** – Holly Lemons was present for questions.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions and announced that 2010 Census data will be released this week and possibly today. She stated there is a concern about the Montgomery County 2010 census outcome, and thanked local leaders and media for all their efforts in encouraging Montgomery County residents to participate in the 2010 Census.
4. **County Treasurer's Report** – was submitted.
5. **G.I.S. Coordinator's Report** – was submitted.
6. **Health Department Report** – was submitted.
7. **Probation Officer's Report** – 2 reports were submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – was submitted.
10. **T.B. Department Report** – was submitted.
11. **V.A.C. Report** – Dave Strowmatt was present for questions.

**APPROVAL OF 12 ITEMS ON THE CONSENT AGENDA:**

**Motion by Beck, second by Bishop to approve the 12 office reports on the Consent Agenda. All in favor, motion carried. (Probation handed in 2 reports this month.)**

## **COMMITTEE REPORTS:**

### **COORDINATING COMMITTEE REPORT: Given by Vice Chairman Terry Bone as follows:**

**1. Project Labor Agreement -Approval:** Bone stated the Coordinating Committee would like to bring the approval of a Project Labor Agreement to this morning's meeting, and representatives of both sides will be asked to speak. To begin, Ryan Boyer of the Associated Builders and Contractors of Illinois, (ABC) spoke in opposition of the Project Labor Agreement. He shared his negative experiences with PLAs in Ohio and Indiana and stated he is now an Illinois resident, and finds similar concerns here. He cited an Ohio Senate Bill 102 concerning PLAs on projects which requires unnecessary paperwork of contractors and costs taxpayers a higher burden of costs on projects. He stated that in Indiana 80% of contractors are non-union and are excluded under a PLA which should not occur, and that non-union contractors could not work to build the Indianapolis, Indiana dome stadium because of a PLA. His experience was that he lived in Indiana, paid taxes there, but PLAs prevented him from working there. Boyer then read a letter from Alicia Martin, President of ABC Corporation which stated that by hiring union workers, PLA's ensure higher wages and studies show that under PLAs construction costs can increase by 20%. **(For copy of letter, see Resolution Book 11, pages 10-11).** Acting Chairman Bone then called on Dale Stewart, Executive Secretary and Treasurer of Southwestern Illinois Building & Construction Trades Council, who stated that in Illinois, prevailing wage rates are set and approved by local governments each year, and disagreed with the ABC Corporation representative's comments about how construction costs were 20% less without PLAs and asked what percentage of workers went through an apprenticeship program. Stewart stated that Montgomery County has an 18% unemployment rate, and if a PLA is approved, his Trades Council will do everything possible to get county residents employed on the county projects over \$100,000. He informed the board that a person from every trade was in attendance at today's meeting. Kuchar asked if a PLA had been in place when the coal mine came to the county, would there have been more county residents employed there, as she heard it was currently 30% or less, and Stewart replied affirmatively. Beck asked if the State's Attorney had looked at the PLA Resolution and Agreement, and State's Attorney Chris Matoush replied that he had reviewed it and both documents were acceptable except the agreed upon amount of projects over \$100,000 was not included, and it should be. Local non-union contractors Rick Vogel and Sam Durbin spoke against the Project Labor Agreement. Vogel asked why the PLA Resolution was set at a \$100,000 threshold. Durbin stated he is not allowed to bid when PLAs are in place because his company would have to use union labor, which makes it not cost effective, and also believes PLAs limit competition. Bathurst stated that with a PLA it would be a status quo change from all-inclusionary to exclusionary. Deabenderfer said that as a retired teacher, he appreciated all the benefits the union provided him throughout his career. Retired carpenter's union business agent Scott Snow shared that from his experience as a member on the Job Center Board; unemployment rates show Montgomery County at the highest rate of 18%. A PLA would allow local people to get local work, and bring that unemployment rate down. Snow stated that during a MCEDC meeting, the problem was discussed about young people moving away from our county for employment. He stated the County Board has an opportunity to alleviate this situation with this vote, and suggested the county try the PLA and revisit it at a later date if needed. Helgen stated that he was contacted by several union members who asked him to vote no and that PLA agreements are not good. Hertel stated that a union contractor worked on the Annex building and many of the workers were not from this area, and he believes signing the agreement is worth the effort to get more Montgomery County residents employed, and if costs escalate we can consider this on a month by month basis, and rescind it later if necessary. **Motion by Deabenderfer, second by Kuchar to Approve the Project Labor Resolution and Accompanying Agreement for All County Projects exceeding \$100,000. Roll Call Vote: Ayes 11, Nays 9, Absent 1. Those Voting Aye: Connie Beck, Nikki Bishop, Terry Bone, Ronald Deabenderfer, Roy Hertel, Jarod Hitchings, Frank Komor, Sharon Kuchar, Scott Merano, Jim Moore, Richard Wendel. Those Voting Nay: Mary Bathurst, George Blankenship, Bonnie Branum, Robert Durbin, Joe Gasparich, Chuck Graden,**

**Edward Helgen, Gene Miles, Dennis Williams. Absent: Mike Plunkett. Motion carried. (For copy of Resolutions and Agreement, see Resolution Book 11, pages 12-26).**

**BUILDING AND GROUNDS COMMITTEE REPORT: Given by Chairman Terry Bone as follows:**

- 1. Cleaning Service Contract -Approval:** The committee discussed the contract for cleaning services at the Courthouse Complex. Paula Kuhl has been cleaning the new courthouse since December 2003, and her current three year contract expired this past January. Kuhl has been cleaning Courthouse Complex for \$23,000 per year for the last three years and asked for an increase. The committee approved \$24,000 per year for a three Year Cleaning Service Contract with Paula Kuhl. Hertel asked if the cleaning issues were addressed with the office holders and Bone replied affirmatively. **Motion by Moore, second by Wendel to approve a Three year Cleaning Service contract for the New Courthouse with Paula Kuhl in the amount of \$24,000 per year. All in favor, motion carried.**
- 2. Panic Alarm System -Update:** Wendy Keller from Wareham's Security explained the panic alarm system in the Historic Courthouse to the committee, and stated there has been a problem with getting the system tested each month. Keller stated that the system should be checked each month, and when the panic alarm system is tested, a call needs to be made to Wareham's and to the Sheriff's office to notify them that testing will take place. At last month's committee meeting, the Sheriff's office indicated that they will do the panic alarm testing. Greg Nimmo set up the testing and all the offices pushed their panic buttons at the same time, which was not a successful process. A memo from Undersheriff Robbins was sent to all offices in the Historic Courthouse notifying them they need to call Wareham's and set up a day and time to test their panic buttons, and also secure a password. Each office would also have to get the monthly results of the testing from Wareham's. Coordinator Daniels will get a copy of all the testing reports each month to keep on file for all the offices in the Historic Courthouse. Bone stated he appreciates each office holder for doing this and that we are headed in the right direction.
- 3. Historic Courthouse Renovations -Approval:** The committee reviewed a cost analysis from Hurst-Rosche Engineers that provides a breakdown for the renovations costs for the Historic Courthouse. The Base Bid that would be the essential work to address the safety issues would cost \$461,236.00, and would consist of the Elevator replacement (\$100,000 in Grant funds would be used), fire alarm system, new exterior stair case, raising the elevation of the 2<sup>nd</sup> floor and to construct access to the southwest stair tower from the 3<sup>rd</sup> floor. Option 1 – Renovate the 2<sup>nd</sup> floor offices would cost \$193,308. Option 2 – Renovation of the 3<sup>rd</sup> Floor Offices would cost \$194,148. Option #3 would be for the 1<sup>st</sup> Floor Basement HVAC work in the amount of \$75,000. There is \$56,250 in grant funding pending on this project. Option #4 would be to replace the current non-functioning Air Conditioning units in the amount of \$15,000 which includes \$11,250 in grant funds. The bottom line cost estimates for the base bid with the 4 options would be \$938,692. Grant funds that county would receive would be \$226,000 which would make the project cost the County a total of \$712,692. The approximate \$210,000 renovation costs to update the County Board room were removed from the project. The committee decided to give this cost analysis with all Options listed to the full board so a decision can be made. Acting Chairman Bone stated that the Building and Grounds Committee had a special meeting with Hurst-Rosche, who presented these options for renovations since the approval for the entire project failed last month. He said it is hard to let a quarter million dollars in grants go, and explained that it has been a long process which began not considering using the 3<sup>rd</sup> floor of the courthouse but now allows it by making access to the stair tower and a new fire escape. Also, we have a lift on the 2<sup>nd</sup> floor but he would like the floor level for all people, including those with disabilities to exit the elevator to the board room the same way. Bone asked Hurst Rosche architect Brent Lance to give further detail on the cost analysis, which he provided. Branum suggested moving the Supervisor of Assessments office down to the 2<sup>nd</sup> floor and use the 3<sup>rd</sup> floor for storage. Hertel said we have 2400 sq. ft.

and still need a scanning room and suggests we move Durston to the 2<sup>nd</sup> floor and Mary Purcell and Gonet to the 3<sup>rd</sup> floor. He asked Lance if the duct work could be done in the board room to not lose the grant. Lance stated the duct work sits on the board room ceiling and that would be an added expense to complete the duct work now and explained that Durston's office would not work well on the 2<sup>nd</sup> floor as 4-5 people must work together. Hertel asked if the elevator on the 2<sup>nd</sup> floor could open up to the back side to the Supervisor of Assessments counter because he believes regardless of whether Durston is happy on the 3<sup>rd</sup> floor or not, the Supervisor of Assessments office should move down to the 2<sup>nd</sup> floor to be closer to the Clerk and Treasurer and for better public access. Lance replied that the elevator could open to the back but it will cost over \$10,000 more to refigure. Bathurst reminded everyone of the public hearing where most in attendance were in support of the full project and the suggestion to proceed with renovations was met with applause. She said that with our vote against the project last month, we did not listen to that citizenry, and she believes it is time to move on with this project. Bone stated he knows the State of Illinois has financial problems, but the County now has 5.4 million dollars in reserves. Kuchar asked if options 3 and 4 could be done now and options 1 and 2 later when the coal money starts coming in. Lance stated to maximize grant funds we would have to do them all. Kuchar asked if the analysis included contingency, and Lance said that it does not, and to add 10% or \$70,000 for contingency. Lance stated that regardless of the vote he and Hurst Rosche do not take it personally and that they are here to serve the County. Gasparich stated he is not wavering from his previous position that until the State pays the county what we are owed; he is opposed to spending on this project. He said to bring the proposal up again in July, when we will know what the State of Illinois will do. Hertel was adamant saying that the safety issues need to be addressed now; the fire escape stairs need to be done for the staff and customers on the third floor. Hertel said we are not going to abandon this building and he would like a cost estimate to fix the current duct work. He suggested going with the Base Bid and Options 3 and 4 at this time. Including a study to be done for Duct Work. **Motion by Hertel, second by Merano to approve the Base Bid and Options 3 and 4 of Hurst-Rosche's Cost Analysis for Renovations of the Historic Courthouse and including a Study for Duct Work. Roll Call Vote: Those Voting Aye: 17- Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Ronald Deabenderfer, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Frank Komor, Sharon Kuchar, Scott Merano, Gene Miles, Jim Moore, Richard Wendel, Dennis Williams. Those Voting Nay: 3- Bonnie Branum, Robert Durbin, Joe Gasparich, Absent- 1, Mike Plunkett. Motion carried.**

4. **Maintenance Issues and Report -Update:** Lloyd Meyer was told to make sure that the walkway of the Annex building is salted in inclement weather.
5. **Survey Work for parcel ID's 16-02-482-005 & 16-02-482-014 in the City of Hillsboro -Update:** The committee reviewed 3 quotes for survey work to the 2 parcels across from the Courthouse Complex. The scope of the work would include splitting off a 40' x 64' parcel from the current county parking lot and preparing the plat and legal description for the split. The committee approved the proposal from Carl Nail in the amount of \$500.00 for the survey work for parcels 16-02-482-005 & 16-02-482-014 in the City of Hillsboro.
6. **Energy Efficient Lighting Grant and work -Update:** David Ronen from A & D Electric addressed the committee regarding an additional Energy Lighting grant that he has looked at that would pertain to buildings on the Historic National Register. One of the criteria is that we explain how we are going to educate the public on the need for Energy efficient lighting. Ronen has offered to take some pictures and help explain this in an article for the newspapers to help educate the public. We can also put this information out on the County website.

**ECONOMIC DEVELOPMENT COMMITTEE REPORT: Given by Chairman Ron Deabenderfer as follows:**

1. **County Comprehensive Plan -Update:** The last Comprehensive Planning meeting was Thursday, February 10<sup>th</sup> at 6:00 p.m. at the U of I Extension office. Amanda Cole presented a projected timeline, and another meeting was held pertaining to GIS data from the plan with Sandy Leitheiser, Bill Purcell, Mary Purcell and Pat Curry in attendance. Pat Curry gave the

members an overview of what should be expected on the GIS data layer. Amanda Cole stated that the U of I will no longer be doing Comprehensive Planning services, and Montgomery County will be the last Comprehensive Plan through the U of I as of July 1<sup>st</sup>, 2011. The Committee discussed the need to reappoint two planning commission members and approved asking current Planning Commission members Brian Niemann and Andy Ritchie to be reappointed at the February County Board meeting. Deabenderfer listed the goals of the Comprehensive plan as the following: Economic Development, Infrastructure and Transportation, Housing, Land Use and Gross Management, and stated the plan will be put in writing and the goal is to have the draft completed by March 10<sup>th</sup>, the planning board will meet to approve it on April 14<sup>th</sup>, the Full Board will review the plan on May 10<sup>th</sup>, and the Full Board will vote on the plan June 14<sup>th</sup>.

2. **Enterprise Zone -Update:** An Enterprise Zone mayors meeting was held after the Economic Development committee on February 9<sup>th</sup>, 2011 at 6:30 p.m. There have been 10 municipalities that have approved amending the EZ Ordinance and Intergovernmental Agreement for the territory expansion and to add the 5 additional units of government. Litchfield is the last municipality to consider this and they have tabled their vote pending answers from the DCEO legal team. A draft of the Bylaws for the Mayors on the EZ County was given to them to review.
3. **MCEDC Board of Directors Meeting -Update:** Deabenderfer reported that the Board of Directors meeting was February 14<sup>th</sup> in the afternoon, and the MCEDC annual meeting will be held on Tuesday, March 29<sup>th</sup>, 2011.

**EMA/AMBULANCE COMMITTEE REPORT: Given by Chairman Jim Moore as follows:**

**Ambulance Call Reports:**

A summary of monthly operations for **January 2011** are as follows:

**Total calls: 327    Total amount billed: \$194,782.00    Amount collected: \$139,887.88**

**AMBULANCE REPORT:**

1. **Collections -Update:** Total Collections for **January** are **\$139,887.88 (Old and New System)**.
2. **Pinnacle Collections -Update:** To date: Nokomis/Witt \$150.00, Litchfield \$514.00, Farmersville/Waggoner \$0, Raymond/Harvel \$0, Hillsboro \$1,140.00. **Total \$1,804.00**

**EMA:**

1. **Regional Meeting -Update:** February 18<sup>th</sup>, 2011 at Fairview Heights.
2. **State Wide Tornado Exercise -Update:** Exercise will be on Tuesday, March 1<sup>st</sup>, 2011 at 10:00 a.m. Letters will be sent to all schools, hospitals, and nursing homes notifying them of the exercise. They will also receive a short form asking them about their tornado plans and if they practiced their plan. WSMI will also be notified.
3. **Radios -Update:** GIS Coordinator Mary Purcell would like a hand held radio so that if we need to get GIS information at an incident she will be able to forward that information to the IC. A Radio will cost about \$295.00, and for now, the Hillsboro ambulance has an extra used narrow band radio and will let Purcell use it.
4. **IEMA Extra Payment -Update:** An extra payment of \$2007.09 came from IEMA.
5. **Winter Storm -Update:** Between January 31<sup>st</sup> and February 2<sup>nd</sup> there was four inches of sleet/snow, and three warming shelters in the county were opened. Hillsboro had one person stay at Hillsboro Free Methodist Church, Litchfield had an emergency shelter at the High School and Raymond set up emergency shelter at their Fire Department. Due to an extensive power outage, Raymond had 25+ people at the shelter. Holmes contacted the Red Cross and they only supplied four cots, so the county needs to locate more should another event like this occur. Holmes stated that one person from the Harvel area brought their cat in a pet carrier with her to the shelter, and the resident was advised later that this was not permitted but they allowed it for this instance. Moore stated there was a lot of planning and preparation for this storm.
6. **Cots -Update:** Holmes will be working with Dolores Wheelhouse (MCHD) for grant funds to buy some cots and a few generators to use at the warming centers. Gasparich suggested looking at the State and Federal Surplus.

7. **Raymond Ambulance Reports -Update:** Are now being submitted on time.

#### **NEW BUSINESS:**

1. **Trailer with Western Shelter Base Tent -Update:** The County will receive a trailer with a Western Shelter Base Tent, and it will be part of MABAS "Tent City" for the state. The trailer is 20' x 8' and will hold the large 20' octagon tent (286 sq. ft.) and possibly 12 cots. It can be heated or cooled by the Light Trailer/Generator that we already have. Arrival date is sometime in March. This tent can be connected to several other "Tent City Tents" that are in other MABAS Divisions. It will be up to the MABAS 56 Board to decide which Fire Service will be housing the trailer. MABAS Board will check with the Coffeen Fire Department to see if they have room to store the trailer since they are already storing the Light Trailer/Generator.

#### **FINANCE COMMITTEE REPORT: Given by Chairman George Blankenship as follows:**

1. **Consolidation of Litchfield and Sheriff's Dispatchers -Approval:** Per Chairman Plunkett, Blankenship reported the county received a letter from Litchfield Police Chief BJ Wilkinson regarding consolidating the Litchfield and Sheriff's Dispatchers. A price for the county to assume Litchfield dispatching services will need to be negotiated by taking the number of 911 calls and dividing it by the 911 budget. Hertel stated when Hillsboro residents call 911 they are transferred to the City of Hillsboro dispatcher. The cost estimate for Litchfield to be consolidated with the County would be about \$150,000 to \$160,000 per year. The County has been dispatching for Nokomis for the last ten years with no increase in fees collected by the County. Plunkett will take the projected costs to Wilkinson and both the City of Litchfield and the County would need to approve this transition. It is estimated that a Full-time dispatcher with all benefits currently costs the County about \$60,000 per year. **Motion by Blankenship, second by Graden to Proceed with the Consolidation merger of Litchfield and Sheriff's Dispatchers. All in favor, motion carried.**
2. **County Trustee to assign parcel ID #'s 16-02-495-003 &16-02-495-004 to the City of Hillsboro -Approval:** Hillsboro Mayor Bill Baran addressed the committee regarding the vacant Chances Building. The County Trustee filed a motion in court not to go to possession on this property because of the liability issues, but the County could go to deed to turn this property over to the Municipality. The Attorney for the City of Hillsboro would draw up the contract and the City would pay \$797.32 to the County Trustee. The property would then be transferred to the City of Hillsboro. The City of Hillsboro could then sell as surplus property to an interested person who will then secure and renovate the building. Within two years, the building would be completed and return to the tax rolls. The committee approved the initiation of the process to file and transfer the deeds on Parcel #'s 16-02-495-003 and 16-02-495-004 to the City of Hillsboro upon the payment of the fee to the County Trustee. **Motion by Blankenship, second by Hertel to Approve the Initiation of the Process to File and Transfer the Deeds on Parcel #'s 16-02-495-003 and 16-02-495-004 to the City of Hillsboro upon the Payment of the Fee to the County Trustee. All in favor, motion carried. (For copy of Resolution 2011-1, see Resolution Book 11, pages 46-47).**
3. **Natural Gas Proposal -Approval:** Bob Hermsmeyer presented some prices for natural gas to the committee. Two pipeline companies, NGPL and PEPL, have been consistently cheaper than Ameren on natural gas prices since 2006. Hermsmeyer suggested getting a 1 year agreement with the lowest natural gas supplier. Hermsmeyer represents the company Santana who purchases natural gas and would then invoice the County for its usage. The committee approved the purchase of Natural Gas from Santana because it has been historically cheaper than Ameren. The State's Attorney has approved the contracts, and Blankenship stated that gas prices are based on a daily price and Ameren is higher. **Motion by Blankenship, second by Beck to Approve the Purchase of Natural Gas from Santana for a 1 Year Contract because it has been historically cheaper than Ameren. Voice Vote: In Favor -18, Against - 1 (Hitchings), Present -1 (Hertel), Absent -1. Motion carried.** Hermsmeyer would also like to extend the Electrical contract starting July 1<sup>st</sup>, 2011. His rate that was valid for this morning only was 5.117 cents per Kilowatt hours. This request will be put on the Finance

agenda next month for consideration and approval. **(For copy of Agreement, see Resolution Book 11, pages 28-43).**

4. **Circuit Clerk's Office Audit -Update:** Holly Lemons presented the Independent Audit for the Circuit Clerk's office prepared by Patton & Associates to the committee. The committee reviewed the financial statements through November 30<sup>th</sup>, 2010 and the exception report.
5. **Phone System -Approval:** Bill Purcell reported to the committee that the 911 phone system is now running with the regular phone system, and recommended having spare parts on site to have the availability to keep the phone system running. He stated he has a case of Model 5320 phones from the original phone system bid by Hurst-Rosche, who mistakenly included the fax lines in the bid, and purchased those phones. In discussing transition to in-house support of the new phone system, Purcell presented support level choices by Tech Electronics as follows: 1<sup>st</sup> Option-\$8,500/year covers everything from maintenance and parts to technical help, reports on annual inspection of system and labor for software upgrades, 2nd Option-\$5,900/year would not cover cards, phones, and power supplies, 3<sup>rd</sup> Option-\$1,400/year for software support. Purcell would like to sell surplus phone equipment on eBay and has checked with Assistant State's Attorney Betsy Wilson and she approved. Purcell recommends going with the \$1,400 software support package and purchasing backup parts to keep the phone system going. The committee approved and recommends going with the \$1,400 Maintenance Fee. Blankenship explained that Purcell wants to buy a complete control box and parts for the shelf. Hertel stated that 911 is now merged with us and the cost was about \$150,000 and if 911 were to go down, Purcell would not have to borrow a box from another building. Deabenderfer reminded the Board that the Finance committee approved hiring a new employee for Purcell's department to help with the phone system. **Motion by Blankenship, second by Hertel to approve the \$1,400 Maintenance Fee with Tech Electronics. All in favor, motion carried.**
6. **Regional Office of Education Loan -Approval:** Superintendent Greg Springer shared reports of Receivables owed to the ROE office from the State of Illinois with the committee. State reimbursements have not been received since July 1<sup>st</sup>, 2010, and Springer has had to borrow money from the bank in the past to operate his office. State's Attorney Matoush stated that he found nothing in State Statutes that prohibits the county from charging interest on a loan. The committee would also like to see if Christian County will help with future needs. ROE has 3 options: 1. Borrow money from the County. 2. Borrow money from the bank. 3. Lay off the staff until the State pays. Hertel wants a letter from Springer from the State Board of Education that the County will be reimbursed should the State of Illinois payments be received. **Motion by Graden, second by Kuchar to Approve a One-time Loan of \$250,000 from the General Fund to the Regional Office of Education at Zero Interest. Roll Call Vote: Ayes 20, Nays 0, Absent 1. All in favor, motion carried.**
7. **Revolving Loan Fund -Update:** Amanda Cole reported to the committee that the Principal payments were paid on all 3 accounts in January. Amanda Cole will share a report next month with some statistics on the number of jobs created and the total investment for the 3 revolving loan projects.

**HWE COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:**

1. **Elections -Update:** County Clerk Leitheiser received Ballot Proofs for the April 5<sup>th</sup>, 2011 Consolidated Election and proofing has been completed on the total of 148 different ballots. Her office is also offering voter registration services to the four county high schools with the assistance of the Nokomis and Raymond City Clerks. Eight write-in candidates filed for the April 5<sup>th</sup>, 2011 Election before the February 3<sup>rd</sup>, 2011 deadline. Election Judge training will be held on Tuesday, March 15<sup>th</sup> and Wednesday, March 16<sup>th</sup>, 2011 at the University of Illinois Cooperative Extension Office.
2. **Recycling Program and Events:**
  - **Nokomis Drop Shed -Update:** Some repairs have been completed to the Nokomis Drop Shed. The facility will be closed from Wednesday, February 16<sup>th</sup> through February 23<sup>rd</sup> to repair the flooring.



- **Fence at Litchfield Recycling -Update:** The proposal from Fence Masters to install an 8'x20' commercial grade fence at Litchfield Drop Shed is \$950.00. The committee approved the fence at the Litchfield Recycling Center for \$950.00 from Fence Masters to help debris from flying around.
  - **City of Litchfield Waste and Recycling Issues -Update:** Lutz will draw up a flyer that will be sent out to all water customers to promote recycling in Litchfield.
  - **Electronics Drive -Update:** The Electronics Drive will be in May possibly the 5<sup>th</sup> and 6<sup>th</sup>.
- 3. EPA Report--Update:** Bill Gonet shared communication from ILEPA regarding the Solid Waste Enforcement grant and announcement to fund the program. Durbin stated that Gonet has qualified again at the education seminar.
- 4. Animal Control Facility and Program:**
- **Animal Control Intake Summary -Update:** Total dog intake was 43 and cats at 8 for a total of 51 animals. There were 12 animals claimed, 7 adopted, 16 rescued and 2 were euthanized for a total of 37 animals leaving the facility.
  - **Incinerator Use fees -Update:** The committee reviewed a breakdown of costs by weight and recommends adopting these fees because of fuel consumption. Durbin stated we currently charge 50 cents a pound.
  - **Microchip Clinic -Update:** Scheduled for Saturday, March 19<sup>th</sup>, 2011 at the facility.
  - **Trip Charge for Municipalities -Update:** Committee discussed and approved charging a \$20.00 call out fee to municipalities when staff responds to a call and no animal is found or picked up. The committee approved implementing the \$20.00 minimum call out charge to the municipalities when an animal is not picked up. Daniels will draft a letter to be mailed to all the municipalities advising them of this change in our fees.
- 5. Property & Casualty Liability Insurance -Update:** The committee reviewed the Insurance Bid timeline that was provided by Tom Couch. Treasurer Jenkins shared the FY2012 Budget Schedule to compare with the Insurance bidding timeline. The committee discussed using the same dollar figure for Property Casualty and Workers Compensation for the FY2012 Budget.

**PERSONNEL COMMITTEE REPORT: Given by Chairman Sharon Kuchar as follows:**

- 1. Circuit Clerk's Office -Update:** Holly Lemons reported to the committee that a new opening in the Circuit Clerk's office has been filled and Heather Greenwood started on February 8<sup>th</sup>.
- 2. Employee Health Insurance Renewal -Update:** Employee Health Insurance will renew May 31<sup>st</sup>, 2011 and the County needs to have the new policy in place by June 1<sup>st</sup>, 2011, so the Board will need to take action in May. Steve Spinner and Travis Schmidt of Consociate-Dansig addressed the committee with Reinsurance Aggregate Reports. The committee discussed differences and costs between our Partially Self-Funded insurance plan versus a Fully Insured insurance plan. The committee also reviewed a Contract Year Cost Summary that was prepared by Treasurer Jenkins. The County has had a high quality consistent plan since 2001 and was advised that they will need to look at some changes for the Renewal due to the Health Care Reform Bill.
- 3. Employee Personnel Manual -Update:** A memo was sent to office holders for suggestions on the Employee Personnel Manual. The committee discussed sending a memo to all employees also, and Treasurer Jenkins offered to have the letter go in the employee's paychecks at the next pay period. ICRMT will submit suggestions to the Treasurer's office.
- 4. Hiring in the County Clerk's Office -Update:** The County Clerk's office had two retirements in December, 2010 and the positions available were advertised with 83 applications received. County Clerk/Recorder Leitheiser requested the transfer of Mary Bone from the Health Department to the County Clerk's office to fill one of the openings effective January 31<sup>st</sup>, 2011. Mary has been employed with the Health Department since March 6<sup>th</sup>, 2008. The committee approved to transfer Mary Bone at her current salary and her benefit time on the books to the County Clerk's office.

**ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Bonnie Branum as follows:**

- 1. Rock Letting Acceptance of Low Bids -Approval:** Rock Letting was held on Thursday, January 20<sup>th</sup>, 2011. **Motion by Branum, second by Helgen to Approve the low bid figures that were submitted in the minutes of the January 20<sup>th</sup>, letting. All in favor, motion carried.**
- 2. Walton Park Project -Update:** Letting was completed on January 21<sup>st</sup> 2011, with two companies bidding. Plocher Construction Company from Highland, Illinois was low bidder in the amount of \$1,168,816.25. This bid was approximately \$30,000 lower than the low bidder from the June 2010 letting. The State is proceeding with the last amended Joint Agreement to award the project and look to revise it later once they get more Federal ER monies, and the county is on schedule to award the contract. The pre-construction meeting will be on March 1<sup>st</sup>, 2011. Helgen asked if the Project Labor Agreement would affect the Walton Park Project and was told it would not.
- 3. Red Ball Trail Project -Update:** East Fork Township and the City of Coffeen have worked together and decided to allow truck traffic to use their roads during the Red Ball Construction. Engineer Smith finally received most of the Temporary Easement Documents from Alverson Surveying and he is in the process of meeting with the landowners for their approval. Once all landowners sign, the county will have the letting.
- 4. Farmersville Guardrail Damage -Approval:** Smith received a quote from Clevenger to fix the damaged guardrail west of Farmersville in the amount of \$12,475.00. Unfortunately, the highway's accounts do not have a line item for this type of work. Engineer Smith has documentation from the Sheriff's Department regarding one of these accidents that damaged this guardrail. Smith could take it from the Highway Contingency Fund and then proceed with finding the individuals that damaged the guardrail to see if we can get reimbursed from their insurance company. The committee discussed phone call complaints in regards to how close the guardrails are. Dennis Williams has offered to contact landowners to acquire additional easement to widen the guardrail. The committee approved the proposal from Clevenger to fix the guardrail west of Farmersville in the amount of \$12,475.00. **Motion by Branum, second by Miles to Approve the Proposal from Clevenger to Fix the Guardrail West of Farmersville in the Amount of \$12,475.00. All in favor, motion carried.**
- 5. 2011 Bridge Inspection Services, McDonough-Whitlow -Approval:** Smith received an agreement from McDonough-Whitlow for the Program Manager & Special Inspections Services for our bridge inspections for 2011 at an overall cost of \$4,965.00. Engineer Smith has completed and passed the two week class for Bridge Inspections and is qualified to be the Program Manager to inspect our bridges, and it will take about 2-3 months to get his paperwork ready by the State. There are some bridges that are due for inspections now and Smith recommends going with McDonough Whitlow to do these bridge inspections. **Motion by Branum, second by Komor to Approve the Preliminary Engineering Service Agreement with McDonough-Whitlow PC for 2011 Program Management and Bridge Inspection for \$4,965.00. All in favor, motion carried. (For copy of Agreement, see Resolution Book 11, pages 44-45).**
- 6. 2011 Culvert Letting Date Reminder -Update:** Letting date is February 23<sup>rd</sup> at 9:00 AM.
- 7. 2011 Oil Letting Date Reminder -Update:** Letting date is February 25<sup>th</sup> at 10:00 AM.

**APPROVAL OF 8 COMMITTEE REPORTS & MINUTES: Motion by Blankenship, second by Wendel to approve the 8 committee reports and minutes. All in favor, motion carried.**

**ANNOUNCEMENTS:** Vice Chairman Bone read Dave Heaton's Montgomery County Housing Authority Board letter of resignation.

Hertel reminded members of the consolidation of precincts which needs to be done through the HWE committee in May, 2011 with the Board approval in June, 2011.

**APPOINTMENTS:**

**Motion by Bishop, second by Moore to approve the appointment of Dan Hough as Commissioner to the Montgomery County Housing Authority Board to fill the remaining term of Dave Heaton. Voice Vote: In favor – 19, Present -1 (Williams), Absent – 1. Motion carried.**

**Motion by Beck, second by Wendel to approve the appointment of Rich Applegate as Trustee to the Shoal Creek Fire Protection District Board to replace Charles Wilkinson for a three year term. All in favor, motion carried.**

**Motion by Wendel, second by Deabenderfer to approve the reappointment of Brian Niemann as a voting member to the Montgomery County Planning Commission for a term starting March 1<sup>st</sup>. All in favor, motion carried.**

**Motion by Deabenderfer, second by Beck to approve the reappointment of Andy Ritchie as a voting member to the Montgomery County Planning Commission for a term starting March 1<sup>st</sup>. Voice Vote: In favor – 19, Against -1 (Hitchings), Absent – 1. Motion carried.**

**PAY BILLS:**

- 1. Approval to Pay Any Invoices from Adams & Wilson, PCC and Books and Moore: Motion by Bishop, Second by Hitchings to pay any invoices for Adams & Wilson, PCC and Books and Moore. Voice Vote: In favor – 19, Against – 0, Absent – 1, Abstain -1 (Jim Moore), Motion carried.**
- 2. Motion by Kuchar, second by Merano to pay all other approved bills. All in favor, motion carried.** For itemized listing of bills paid, refer to Accounts Payable Book for FY 2011.

Acting Chairman Bone stated the Building and Grounds Committee will be holding a special meeting as a result of this morning's vote on the Historic Courthouse renovation, and announced that the project will cost the County approximately \$383,766 after grant funds.

**ADJOURN: Until the Full Board Meeting on Tuesday, March 8<sup>th</sup>, 2011 at 8:30 a.m. in the County Board Room, Historic Courthouse, Hillsboro, Illinois.**

**Motion by Hitchings, second by Blankenship to adjourn the Full Board Meeting. All in favor, motion carried.**

Meeting adjourned at 10:35 a.m.

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

**Montgomery County Board  
Minutes**

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**For Tuesday, March 8<sup>th</sup>, 2011 – 8:30 AM**

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, March 8<sup>th</sup>, 2011 in the County Board Chambers of the Historic Courthouse, Hillsboro, Illinois.

**The meeting was called to order by County Board Chairman Mike Plunkett at 8:30 AM.**

**Roll call was taken. 19 members present, 2 members absent.**

**Members Present:** Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Bonnie Branum, Ronald Deabenderfer, Robert Durbin, Joe Gasparich, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Sharon Kuchar, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams.

**Members Absent:** Frank Komor, Scott Merano

**Pledge of Allegiance to the flag was given.**

**Mileage and Per Diem Approval:**

**Motion by Branum, second by Bathurst to approve the mileage and per diem. All in favor, motion carried.**

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

**Motion by Hertel, second by Kuchar to approve the Minutes of the Previously Adjourned County Board Meeting held on Tuesday, February 15<sup>th</sup>, 2011. All in favor, motion carried.**

**CONSENT AGENDA:**

1. **Chief Assessment Officer's Report** – Ray Durston was present for questions.
2. **Circuit Clerk's Report** – Holly Lemons was present for questions.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions.
4. **County Treasurer's Report** – Ron Jenkins was present for questions.
5. **G.I.S. Coordinator's Report** – Mary Purcell was present for questions.
6. **Health Department Report** – was submitted.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – Jim Vazzi was present for questions.
10. **T.B. Department Report** – Sally Adams was present for questions.
11. **V.A.C. Report** – Dave Strowmatt was present for questions.

**APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA: Motion by Miles, second by Bishop to approve the 11 office reports on the Consent Agenda. All in favor, motion carried.**

**COMMITTEE REPORTS:**

**COORDINATING COMMITTEE REPORT: Given by Chairman Mike Plunkett as follows:**

1. **Regional Office of Education Funding -Update:** Regional Superintendent Greg Springer spoke to the County Board to outline the potential State budget cuts to the Regional Offices of Education. He explained that the Governor's budget proposal is just that, a proposal. Springer also informed the Board of new work mandated to be performed by the ROE offices such as providing school districts criminal history checks on substitute teachers. Springer supplied members with documents to review, including a Financial Reimbursement Sheet, an explanation sheet and the Illinois State Board of Education FY2012 Operating Budget Request as compared to the Governor's budget, and a Fact Sheet on ROE's. Springer, who is retiring on June 30<sup>th</sup>, 2011, will invite newly elected Regional Superintendent Tom Campbell to attend the County Board meeting before taking office on July 1<sup>st</sup>, 2011. Member Gasparich asked

Springer what percentage of the State's General Revenue Fund is allocated to primary and secondary education and if the creation of the Regional Office of Education's Superintendent's position was done legislatively or by administrative rule. Springer replied his understanding was that it was done legislatively, dating back to the 1800's, and he would locate the information and provide it to member Gasparich.

**BUILDING AND GROUNDS COMMITTEE REPORT: Given by Chairman Terry Bone as follows:**

- 1. Historic Courthouse Renovations -Approval:** Brent Lance from Hurst Rosche Engineers stated to the committee that he has a revised contract in the amount of \$7,600 for Hurst Rosche's additional work to re-package the bid documents for the project that was voted on at the last board meeting. Lance stated that the scope of work that he presented to the Full Board last month did not include finishes on the 2<sup>nd</sup> floor of the Historic Courthouse. The flooring, painting, and any drywall work would need to be paid for from the Building and Grounds budget. The Farm Bureau is still agreeable to rent space for the SOA office and to have board meetings there while the elevator is down for 12-16 weeks. The committee also discussed the possibility of moving the SOA office to the 2<sup>nd</sup> floor, and then putting GIS on the third floor and relocating SOA employee Miles Harris out of the basement to make additional storage room. Lance stated that this would require additional design work to see if there would be enough room to place the SOA office on the second floor. Roy Hertel asked if the elevator could have an additional door on the elevator for an exit on the west side so that it could open to that area where SOA staff could be. Lance replied that it would cost about \$10,000 to \$12,000 more to have 2 doors installed on the elevator for exits on the 2<sup>nd</sup> floor. Bone stated that the committee had approved to pay \$7,600 to Hurst-Rosche Engineers to re-package the bid documents. Hertel asked Lance if the \$7,600 could also cover finishing the second floor if the Supervisor of Assessments office moves down from the third floor. Lance said he spoke with Hurst Rosche Chairman Tom Baker and stated it would not cost anything extra to work out the floor plan with Ray Durston to move to the 2<sup>nd</sup> floor. Lance stated until we know how the floor plan works out; he can't say about whether there would be additional fees for design work. **Motion by Bone, second by Hitchings to pay \$7,600 to Hurst-Rosche Engineers to Re-package the Bid Documents in the way the Full Board decided at February's Meeting. All in favor, motion carried.** Hertel asked if moving the SOA office to the 2<sup>nd</sup> floor would work now, with GIS and EPA going on the 3<sup>rd</sup> floor, and Bone stated it would. Hertel said if we are going to approve finishing the second floor office space then we should put this all in one bid, and he asked Lance if finishing the second floor would allow the county to use more of the HVAC grant and Lance replied affirmatively. Plunkett stated that while everyone on the third floor is moved out to the Farm Bureau during elevator replacement, the second floor could be finished during that same time, and then they could move there when it's done. **Motion by Hertel, second by Bishop to Finish the Second Floor with the Intent that SOA Moves there and it is packaged with the Present Bid with an Additional Estimated Cost of \$130,000. Roll Call Vote: Ayes 17, Nays 2, Absent 2. Those Voting Aye: Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Bonnie Branum, Ronald Deabenderfer, Robert Durbin, Chuck Graden, Edward Helgen, Gene Miles, Roy Hertel, Jarod Hitchings, Sharon Kuchar, Jim Moore, Mike Plunkett, Richard Wendel. Those Voting Nay: Joe Gasparich, Dennis Williams. Those Absent: Frank Komor, Scott Merano. Motion carried.**
- 2. Maintenance Issues and Report -Update:** Lloyd Meyer reported to the committee that the project to install the new energy efficient lights in the Historic Courthouse has been completed. Lyerla Electric will work on the jail building next and then the Courts building last. Meyer also informed the committee that Lyerla will give a price to replace the older wiring in the basement of the Historic Courthouse.

- 3. Phone System -Approval:** Bill Purcell stated to the committee that he has been checking with Tech Electronics to work on the Mitel Phone System Equipment. Purcell has received prices for purchasing backup parts to repair the phone system in case of failure. Purcell reported that DNDC, a Champaign, IL company, gave a proposal to be a service provider and they will charge \$45.00 per hour traveling time and \$95.00 an hour while they are on site. If the maintenance hours are not used in a given year, they will roll over or we can use the money to purchase more equipment. Total cost to purchase the backup parts and maintenance agreement would be \$9,525. The committee approved to purchase backup equipment and maintenance agreement for the phone system in the amount of \$9,525, which is a budgeted cost. Plunkett stated the maintenance agreement would be \$3,500 and that Purcell has chosen DNDC of Champaign instead of Tech Electronics because their prices are more cost-effective and Purcell can work on the phone system himself. **Motion by Bone, second by Williams to Purchase Backup Equipment and Maintenance Agreement for the phone system from DNDC in Champaign in the amount of \$9,525. All in favor, motion carried.**

**ECONOMIC DEVELOPMENT COMMITTEE REPORT: Given by Chairman Ron Deabenderfer as follows:**

- 1. County Comprehensive Plan -Update:** The next Comprehensive Planning meeting is scheduled for Thursday, March 10<sup>th</sup> at 6:00 p.m. at the U of I Extension office.
- 2. Enterprise Zone -Update:** The City of Litchfield discussed and approved the Enterprise Zone expansion at their city council meeting on March 1<sup>st</sup>. The Enterprise Zone Committee met on Wed. Mar. 2<sup>nd</sup>, at 6:30 pm to review and approve the amended bylaws that will govern this committee. Once the signed amended ordinance and intergovernmental agreements are received from Litchfield, Coordinator Daniels will be able to take the amended paperwork to DCEO to complete the pending application.
- 3. Rural Broadband -Update:** The contractor, Royell Internet of Virden, is finishing installing the antennas on various towers in the County, and they are close to announcing that broadband internet is available to the public.
- 4. MCEDC Annual Meeting -Update:** The annual meeting will be Tuesday, March 29<sup>th</sup> at the Church Street Pub with networking at 5:30 p.m., the meal at 6:00 p.m., and the business meeting at 6:30 p.m. The Coordinating Committee meeting will be moved up to 5:00 p.m. that evening to allow members to attend.

**EMA/AMBULANCE COMMITTEE REPORT: Given by Chairman Jim Moore as follows:**

**Ambulance Call Reports:**

A summary of monthly operations for **February 2011** will be available at a later date due to a missing report.

**AMBULANCE REPORT:**

- 1. Collections -Update:** Total Collections for **February** are **\$127,747.33 (Old and New System)**.
- 2. Continuing Education - Billing Office -Update:** Director Holmes reported to the committee that the two billing employees will need 12 CEU'S for this year to keep up their certification. The on-line courses are \$119.00 per person per hour, with two employees costing \$238.00. 12 courses are needed for a total of \$2,856.00. If they go to classes to be held in St. Louis in April, the cost would be less at \$540.00 each (\$1080.00) plus hotel at \$129.00 per night (\$258.00) and food. The training dates are April 20<sup>th</sup> and 21<sup>st</sup>. That would give them all the CEU's needed for the year. The cost would be paid for by the 5 Area Ambulance Services. Holmes will check with hotels in Collinsville for cheaper overnight stay accommodations. Holmes will check before the March 7<sup>th</sup> deadline to see if this training is required for the billing employees. The committee approved training for the Billing Office if it is required. Moore stated we are not getting rejections on the billing

so we are trying to find out if the billing staff actually needs the CEU training. If so, they will get it done quickly and in the cheapest manner.

3. **Small Claims -Update:** Working on Small Claims for March 18<sup>th</sup>, 2011.

#### EMA:

1. **Regional Meeting -Update:**

1. We have received accreditation for another year.
2. We will need to scan all vouchers and payroll so they can be sent electronically to IEMA for reimbursement.
3. We will not be getting any reimbursement for the February winter storm.
4. Until the Federal Government passes a budget, we will not know how much money will be allotted to State IEMA. Payments may be as late as July or August.

2. **Tornado Exercise March 1<sup>st</sup> -Update:** ARES Radio did a check of stations participating in the State Wide exercise. There were responses from 5 counties and approximately 18 stations. Moore stated everything when according to plan.

3. **MABAS Conference -Update:** The topic for this year was "Earthquakes".

4. **MABAS Issued Tent -Update:** We will be picking up the MABAS issued tent on March 9<sup>th</sup>. Holmes will send the county truck with the new MABAS 56 President, Leo Beasley. We will not receive cots with the trailer due to lack of funds at this time. The tent could be used for Civic organizations, but trained individuals would have to set it up, and guidelines are needed for who can use the tent. The tent size is 15' x 25' and it is difficult to set up.

5. **County Incident Management Team -Update:** On March 23<sup>rd</sup> we will formally set up a County Incident Management Team. Joe Gasparich has been selected by the MABAS organization to be a member of the MABAS Incident Management Team committee.

6. **Gas Meters -Update:** Hillsboro Fire Department has turned in their 4-Gas meter purchased in 2005 for detecting some hazardous types of gas.

#### NEW BUSINESS:

1. **Weather Spotters Class -Update:** Litchfield Chief Matt Weber reported to the committee that the class will be Monday, March 14<sup>th</sup>, 2011 at 6:30 p.m. at the Litchfield Volunteer Fire Department Clubhouse by the lake. Moore stated if anyone is interested in going to the class to call the Litchfield Fire Department.

#### **FINANCE COMMITTEE REPORT: Given by Chairman George Blankenship as follows:**

1. **Microfilm of Old Probate Cases -Approval:** Circuit Clerk Holly Lemons reported to the committee that she has a proposal from HOV Services to microfilm the Old E Probate Drawers. The cost estimate to microfilm 170 drawers of the Old E Probate records and the Criminal Misdemeanor files from 1985 - 1991 is \$37,565.81. The committee discussed that records must be microfilmed according to State Statute, and approved the proposal from HOV Services to microfilm the Old E Probate Drawers and the Criminal Misdemeanor Case Files in the amount of \$37,565.81. Lemons explained to the Board that microfilming the documents would allow more room in the offices and the amount would come out of the Document Storage Fund that generates \$60,000 per year. Moore asked if the old documents could be thrown away once microfilmed. Lemons replied that the Old Probate documents will be kept for public viewing but the Misdemeanor cases will be shredded and destroyed. **Motion by Blankenship, second by Beck to Approve the Proposal from HOV Services to Microfilm the Old E Probate Drawers and the Criminal Misdemeanor Case Files in the Amount of \$37,565.81 from the Document Storage Fund. All in favor, motion carried.**

2. **Redistricting Software Proposal from Bruce Harris -Approval:** County Clerk Leitheiser reported to the committee that the newly released census data could be put on our GIS System to use as a redistricting tool. Any redistricting has to be voted on by the Full Board by the June Board meeting. Leitheiser shared a letter from Bruce Harris and Associates that explains the proposal, which would be to develop tools and GIS layers that will help streamline the redistricting process and used to adjust the County Board District boundaries using census blocks and then calculate the total adjusted population. Bruce Harris and Associates would also

provide on-site training services to the GIS staff. The cost to provide these services will range between \$5,585 and \$9,383 based on the actual hours required to complete the tasks. Clerk Leitheiser also stated that Bruce Harris and Associates mentioned that they could do a free cost study for GIS fees in the future. The committee approved the proposal from Bruce Harris and Associates for the proposed Software Services not to exceed \$9,383 and to be paid for out of the GIS budget. Leitheiser stated she feels this is money well spent as we also plan to use the census data for economic development and emergency management needs during the next ten years. Deabenderfer asked if this will be a reoccurring expense and Leitheiser replied there could be a need for new software in 10 years. Gasparich asked if it could be used for 911 mapping and if it was compatible with what we already have and Leitheiser responded affirmatively. Gasparich also asked if this software is compatible with other counties in case fire districts overlap to other counties. GIS Coordinator Mary Purcell replied affirmatively. **Motion by Blankenship, second by Bone to Approve the Proposal from Bruce Harris and Associates for the proposed Software Services at a cost not to exceed \$9,383 and to be paid for out of the GIS budget. All in favor, motion carried.**

3. **SOA Report -Update:** Ray Durston reported to the committee that the final abstract was delivered to the County Clerk on February 16<sup>th</sup>, 2011, and new assessor books will be printed the second week of March for the 2011-2012 assessment year. Gene Stuard sent an email to the committee to update the status on the meeting he plans to have with the coal company later this month. Stuard should have more details to share for the April committee meeting.
4. **Electric Rate Proposals -Approval:** Bob Hermsmeyer presented electric rate proposals for a 1, 2 and 3 year contract to the committee. The rate per kilowatt hour for a 1 year contract is .05117, for a 2 year contract is .05261 and for a 3 year contract is .05465. The committee approved the 2 year electric rate proposal from Direct Energy for .05261 per kilowatt hour. **Motion by Blankenship, second by Deabenderfer to Approve the 2 Year Electric Rate Proposal from Direct Energy for .05261 per kilowatt hour. Voice Vote: In favor- 18, Absent-2, Abstain-1 (Hertel). Motion carried.**
5. **Resolution 2011-2 Approval to Convey Parcel ID #08-23-115-008 from County Trustee to the City of Nokomis -Approval:** The committee discussed conveying this parcel on Front Street to the City of Nokomis. The committee approved conveying parcel ID #08-23-115-008 from County Trustee to the City of Nokomis. **Motion by Blankenship, second by Hertel to Approve Conveying Parcel ID #08-23-115-008 from County Trustee to the City of Nokomis. All in favor, motion carried. (See Resolution Book 11, pages 48-49).**
6. **Pre-approved Vendor List Change -Approval:** Committee reviewed the Pre-approved Vendor list that had a few changes and updates. The committee approved the Pre-approved Vendor List. **Motion by Blankenship, second by Helgen to Approve the Pre-approved Vendor List. All in favor, motion carried. (See Resolution Book 11, pages 50-51).**
7. **Consolidation of Litchfield and Sheriff's Dispatchers -Update:** Chairman Plunkett stated to the committee that communication is exchanging with the City of Litchfield to consolidate their dispatching services with the County dispatchers, and costs and budgets are being reviewed, with the changeover to possibly occur in May. The committee will review the contract for the County to perform the Litchfield dispatching when it is ready.
8. **Revolving Loan Fund -Update:** Amanda Cole presented the reports for the three Revolving Loan accounts to the committee. Cole also shared an annual report for 2010. Cole is working with a few other businesses that are interested in using the Revolving Loan Fund.

**HWE COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:**

1. **Elections -Update:** County Clerk Leitheiser reported to the committee that Bruce Harris and Associates was here to demonstrate the GIS Redistricting. The County Board must decide on redistricting and precinct consolidation (if done) at the June Full Board meeting. Leitheiser stated that about 13% of registered voters took advantage of absentee/early voting at the November, 2010 election. She also reported that the Election Judge Ratio per precinct



calculation to go into effect after the March, 2012 Primary Election has been completed and that information was shared with each party chairman. Of 42 precincts, 30 are Republican majority, 11 are Democratic majority, and 1 is a tie at this time, which will be decided by a coin flip. Leitheiser reported that she has been informed that the state reimbursement of \$45.00 per election judge pay per election may not be received this election due to state budget cuts, which totals to \$9,450 the County will have to pay per election for election judge salaries.

**2. Property & Casualty Liability Insurance -Update:** Insurance Representative Tom Couch stated to the committee he would like to have bid specs for the property & casualty liability insurance finalized by the July Full Board meeting. Couch will make a list of information he needs from Treasurer Jenkins to prepare the bid specs. The bids would be submitted by the August meeting and then the County would make a decision on the insurance carrier at the September meeting. Couch will review bids and condense the information to identify prices with areas of concern and will help make a recommendation. All bidders will send sealed bids to the County.

**3. Recycling Program and Events:**

- **Nokomis Drop Shed Repairs -Update:** Repairs to the Nokomis Drop Shed are completed and look very nice.
- **Fence for Litchfield Drop Off -Update:** The fence was put up at the Litchfield Drop Off recently.
- **Paving Area in Front of Litchfield Drop Off -Update:** The City of Litchfield wants to do a Chip Mix & Seal for the paving at the Litchfield Drop Off site, which would require some foundation work as well. The area is 32'x32', and Lutz will check prices on material costs for the County.
- **Maintenance of Drop Offs -Update:** Asst. State's Attorney Wilson suggested sending a letter to the municipalities about maintaining their Drop off sites, since there has been concern recently with the ice and snow. She also suggested getting information from the county's insurance carrier about liability issues, stating the county would be covered under our insurance for slips and falls at the Drop Off sites.
- **Electronics Drive -Update:** The County will be scheduling our 3<sup>rd</sup> Annual Electronics Drive for Thursday, May 5<sup>th</sup> from 12:00 – 5:00 p.m. and Friday, May 6<sup>th</sup> from 8:00 – 3:00 p.m. at Hillsboro Recycling Center.

**4. EPA Report -Update:** Bill Gonet shared a letter with the committee from ILEPA stating that the Grant was approved. Training is rescheduled for Tuesday, April 19<sup>th</sup>, 2011. The SFY 2012 Grant was submitted to IL EPA, and the 5 year delegation agreement expires June 30<sup>th</sup>, 2011 and will need to be renewed by the Full Board.

**5. Animal Control Facility and Program:**

- **Animal Control Intake Summary -Update:** There were 34 dogs and 5 cats taken in at the animal control facility for the month of January. There were 10 animals claimed, 8 adopted, 16 sent to rescues and 4 were euthanized during the month.
- **Microchip Clinic -Update:** The Clinic is scheduled for Saturday, March 19<sup>th</sup>, 2011 from 10 – 1 p.m. at the facility.
- **Storage -Update:** The Committee discussed and reviewed building designs for a 10' x 16' storage shed with double doors. Durbin stated that presently we don't have room for donated food.

Durbin announced a UCCI legislative supper meeting on March 29<sup>th</sup> at 5-7 p.m. and would like an RSVP within one week. The session on March 30<sup>th</sup> will include a seminar with U of I regarding redistricting.

**PERSONNEL COMMITTEE REPORT: Given by Chairman Sharon Kuchar as follows:**

- 1. Proposal for Health Insurance -Update:** Jeremy Billington, an insurance agent from Carterville, Illinois, gave a presentation to the committee regarding his business and the services they can provide for the employee group health and life insurance program. Billington stated that he works with government and various other public agencies, and also stated that he works with Mutual Medical, an insurance company based in Peoria, Illinois that employs 30 – 40 people and offers unique options for employee health insurance. Billington explained that they offer a Medical Reimbursement plan for families that may be covered by two health insurance plans where the spouse's deductibles are reimbursed. This option also reduces County liability and has better benefits on the spouses plan. Billington stated that Mutual Medical also offers plans for employees over the age of 65 with secondary Medicare coverage. Billington gave a handout that listed their administrative services at a cost of \$25.00 per employee per month. Billington uses Symetra Financial for reinsurance and has never had a claim denied, said that Symetra works closely with Mutual Medical on getting discounts. They use Healthlink Network that has 10,000 providers in a 100 mile radius of Hillsboro. The committee discussed tort liability issues and Billington will get additional information to Treasurer Jenkins. The committee discussed and approved for Billington to get a benefit plan book and a census of the county employees in order to prepare a quote. He stated that he can get proposals back in less than 2 weeks. Kuchar informed the Board that this information will be available for the next committee meeting.
- 2. Employee Personnel Manual -Update:** Letters were included in the employee pay checks asking for input on the Employee Personnel Manual. Treasurer Jenkins reported that ICRMT consultant Brian Devlan has been given copies of the Policy manuals for the County and Health Department employees as well as copies of the union contracts. Devlan is working with Attorney Julie Bruch to review and make recommendations for these documents in the next few weeks. Kuchar informed the Board that there will be complete confidentiality in regards to employee input.

**ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Bonnie Branum as follows:**

- 1. 2011 Pipe Culvert Acceptance of Low Bids -Approval:** Pipe Culvert Letting was held on Wednesday, February 23<sup>rd</sup>, 2011. **Motion by Branum, second by Kuchar to Approve Both Pipe Culvert Low Bid Figures from Coady Supply Co., Inc. that were submitted in the minutes of the February 23<sup>rd</sup>, 2011 Letting. All in favor, motion carried.**
- 2. 2011 Oil Letting Acceptance of Low Bids -Approval:** Oil Letting was held on Friday, February 25<sup>th</sup>, 2011. **Motion by Branum, second by Miles to Approve the Road Oil Low Bid Figures from Louis Marsch, Inc. that were submitted in the minutes of the February 25<sup>th</sup>, 2011 Letting. All in favor, motion carried.**
- 3. Walton Park Project -Update:** A pre-construction meeting was held on March 1<sup>st</sup>, 2011, and an anticipated start date for construction is Tuesday, March 8<sup>th</sup>, 2011. Plocher Construction Company is the contractor for the Walton Park Project, and the project could be completed by July 4<sup>th</sup>, 2011. Hertel asked about whether the Federal funding of \$300,000 came through, and Engineer Smith replied it had not.
- 4. Red Ball Trail Project -Update:** Engineer Smith is still in the process of meeting with the landowners for temporary easement approvals.
- 5. Minor Subdivision -Update:** Engineer Smith reported on a Minor subdivision request in the village limits of Donnellson. Donnellson doesn't have a subdivision ordinance so it falls to the County's Subdivision Ordinance to be enforced. Smith has reviewed the drawings for the subdivision and has concurred with Asst. State's Attorney Wilson that the subdivision is in compliance with the county's ordinance. There is an issue with a small sliver of land with Bond County and Wilson is researching this concern. The committee approved the Minor

Subdivision Pending the Outcome with the State's Attorney's Office and Bond County. The Full Board should expect to approve it next month after the State's Attorney's office reviews it.

- 6. Subdivision Ordinance -Update:** Engineer Smith reported that he is currently working with a committee of other County Office Holders to review and update the Montgomery County Subdivision Ordinance. The committee discussed the possibility of adding a requirement to put in curb and guttering for subdivisions which will allow a more defined number of homes.
- 7. Simpson Bridge Replacement -Update:** Smith showed the committee examples from WHKS on how the Simpson Bridge might be stage constructed allowing one lane to remain open for traffic during the project's completion. If the road gets completely closed, it would be very difficult for emergency traffic and school buses. Branum stated to keep costs down, the road needs closed. If the bridge is closed, total replacement cost is \$905,000, and if stage construction is allowed, it would be \$1.2 Million. Branum stated it is undecided which option to choose at this time.

**APPROVAL OF 8 COMMITTEE REPORTS & MINUTES:** Motion by Durbin, second by Gasparich to approve the 8 committee reports and minutes. All in favor, motion carried.

**ANNOUNCEMENTS:** Board Chairman Plunkett named the Ad-Hoc Redistricting Committee as Leitheiser, Matoush and himself and announced that those meetings will be open to the public. Plunkett informed the board of a letter distributed to them from Evelyn Hinton of Irving regarding the Historical Courthouse renovations.

**SCHEDULE CHANGES:** Plunkett announced the time change for the Coordinating Committee meeting on March 29<sup>th</sup> as 5:00 p.m. due the MCEDC annual meeting that evening. The meeting will be held at the same location in the County Board Room of the Historic Courthouse in Hillsboro, Illinois.

**PAY BILLS:**

- 1. Approval to Pay Any Invoices from Adams & Wilson, PCC and Books and Moore:** Motion by Hitchings, Second by Bathurst to pay any invoices for Adams & Wilson, PCC and Books and Moore. Voice Vote: In favor – 18, Against – 0, Absent – 2, Abstain -1 (Moore), Motion carried.
- 2. Motion by Blankenship, second by Hitchings to pay all other approved bills.** All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2011.

**ADJOURN:** Until the Full Board Meeting on Tuesday, April 12<sup>th</sup>, 2011 at 8:30 a.m. in the County Board Room, Historic Courthouse, Hillsboro, Illinois.

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

Meeting adjourned at 9:43 a.m.

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

**Montgomery County Board  
Minutes**

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**For Tuesday, April 12<sup>th</sup>, 2011 – 8:30 AM**

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, April 12<sup>th</sup>, 2011 in the County Board Chambers of the Historic Courthouse, Hillsboro, Illinois.

**The meeting was called to order by County Board Chairman Mike Plunkett at 8:30 AM.**

**Roll call was taken. 21 members present, 0 members absent.**

**Members Present:** Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Bonnie Branum, Ronald Deabenderfer, Robert Durbin, Joe Gasparich, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Frank Komor, Sharon Kuchar, Scott Merano, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams.

**Members Absent:** None

**Pledge of Allegiance to the flag was given.**

**Mileage and Per Diem Approval:**

**Motion by Bone, second by Miles to approve the mileage and per diem. All in favor, motion carried.**

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

**Motion by Hertel, second by Kuchar to approve the Minutes of the Previously Adjourned County Board Meeting held on Tuesday, March 8<sup>th</sup>, 2011. All in favor, motion carried.**

**CONSENT AGENDA:**

1. **Chief Assessment Officer's Report** – Ray Durston was present for questions.
2. **Circuit Clerk's Report** – Holly Lemons was present for questions.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions and thanked all who helped with the April 5<sup>th</sup>, 2011 Consolidated Election.
4. **County Treasurer's Report** – Ron Jenkins was present for questions and stated that real estate tax bills will be tentatively mailed out on April 21<sup>st</sup>, 2011 and to call him with any questions.
5. **G.I.S. Coordinator's Report** – Mary Purcell was present for questions.
6. **Health Department Report** – Hugh Satterlee was present for questions.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – Jim Vazzi was present for questions.
10. **T.B. Department Report & Annual Report** – Sally Adams was present for questions.
11. **V.A.C. Report** – Dave Strowmatt was present for questions.

Hertel thanked the offices of the Supervisor of Assessments, County Clerk, and County Treasurer for getting the tax bills back on an earlier tax cycle.

**APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA: Motion by Hitchings, second by Bathurst to approve the 11 items on the Consent Agenda. All in favor, motion carried.**

**COMMITTEE REPORTS:**

**COORDINATING COMMITTEE REPORT: Given by Chairman Mike Plunkett as follows:**

1. **U of I Extension Week -Update:** U of I Extension Regional Director Denise Kistner shared program highlights, informed members about educators and thanked the many volunteers and the community during Extension Week. All County Board members received an informational packet about U of I Extension.

2. **County Audit for FY 2010 -Update:** Patton & Company CPA Kyle Putnam presented the Montgomery County Audit Report for Fiscal Year 2010. She reported the total amount of county revenue due from County-owned Coal Rights sale has been received as of December 1<sup>st</sup>, 2010. Putnam stated the County has been good at managing the coal money to date and stated that these revenues provide the County a great opportunity. She explained the County is in a good position with a General Fund balance of \$4.8 Million, but recommends the Board form a Long Range Planning Committee to prioritize where the coal revenues will be spent and the County should avoid using the coal revenues for daily operating needs and only on capital expenditures. Putnam reported expenditures went up \$885,622 from 2009 to 2010, with the main expense of \$1.5 Million for the Annex Building and the Animal Control Facility. She stated that 30% of our total expenditures came from the Sheriff's Department for public safety. She stated there will be an increase in IMRF expense over the next several years, and we will also see increases in gas and utilities expenses. The Revenues between 2009 and 2010 were about the same, Putnam stated. And also stressed segregation and cross training in County offices. She reported that banks aren't requiring dual signatures on checks so the responsibility comes back to the County for correct practices. Treasurer Jenkins explained IMRF funding and amortization, as well as the various IMRF County pension plans. Deabenderfer asked clarification whether operating expenses includes salaries, and Putnam stated that salaries and insurances are both considered operating expenses. Gasparich asked clarification if the 2010 fund balance shows a deficit of \$436,725 and Putnam responded affirmatively, adding it would have been a \$1,500,000 deficit if coal revenues were not used. Bathurst agreed that long range planning is needed and coal revenues shouldn't be hoarded, and asked how long revenues should be held. Jenkins stated that according to court case history, the minimum Fund Balance is set at 2 times the average of the last 3 years balance. Gasparich asked what amount is good to keep in the General Fund, and Jenkins stated he recommends keeping 3 Million in the General Fund at all times. Hertel stated we need to be cautious with our spending because the County has spent the 2 Million in surplus throughout recent years and we have only coal revenue left. Putnam agreed that grants and new revenue sources aren't available now and increases in sales tax are not anticipated either, so we must cut unnecessary expenses. Durbin reiterated that we should be thankful for our blessings because he has heard from other counties at UCCI meetings that they are in bad financial shape. Moore asked if there are any projections on future county income from our 2% royalties on coal sales, and Plunkett replied our income from royalties will depend on the tonnage and price of the coal produced and Gene Stuard of Forrestal Group is working on these details as part of finalizing the coal company's assessment. Plunkett stated that the Board will approve the Audit Report at next month's meeting. **(For copy of Auditor's Selected Financial Information Report, see Resolution Book 11, pages 52-55).**
3. **Resolution 11-03 to Recommend Not Eliminating Funding for the State's Regional Offices of Education -Approval:** Motion by Gasparich, second by Bishop to Approve Resolution 11-03 to Recommend Not Eliminating Funding for the State's Regional Offices of Education. **Voice Vote: Against – 1 (Deabenderfer). Motion carried. (See Resolution Book 11, page 56).**
4. **Redistricting Committee -Update:** Plunkett reported that he, Leitheiser and Matoush met for the 2<sup>nd</sup> and final time to redistrict the County Board Districts. Plunkett stated there are minimal changes to Districts, and explained the changes: Territory in rural Raymond Township would be moved from District #1 to #2 and the Village of Butler will move from District #1 to #6. A small territory in North Litchfield Township north of the City of Litchfield will be added to #1 from #7. East Fork #1 and #4 precinct boundaries will change to remove the City of Coffeen from East Fork #4 and place it East Fork #1 precinct, and the revised East Fork #4 precinct would be moved from District #4 to #3. A map will be available at next month's May meeting and the board will vote on the final map in June.

**BUILDING AND GROUNDS COMMITTEE REPORT: Given by Chairman Terry Bone as follows:**

- 1. Request for Courthouse Lawn -Update:** Nancy Slepicka addressed the committee with a request to use the Courthouse lawn during the Grilling Contest in June, which was granted. The southwest corner of the lot may be used for children's games and other activities.
- 2. Sitton Construction Group -Update:** Doug Sitton introduced his business to the committee. Mr. Sitton owns an independent professional construction consulting service, and could perform an independent review of the plans that are designed by the engineering firm, looking at clarity and other issues in the bid documents as well as unforeseen conditions with the construction. Their construction management services also include negotiating the architect's design and overseeing the facility study, programming and conceptual design. Bone stated that the committee discussed this service and does not need it at this time since Hurst Rosche has said they already have independent eyes look at the bid documents for the Historic Courthouse renovation, however, the county may use this type of service in the future.
- 3. Maintenance Issues and Report -Update:**
  - The elevator in Historic Courthouse will be down for ½ hour in April for maintenance issues.
  - A Muffin Grinder is needed at the Jail to grind waste before it goes to the City's lift station at a cost of about \$22,000. Tree roots and old tile is also a problem, and the committee will invite a City of Hillsboro sewer treatment employee to their committee meeting next month.
  - New lights are almost finished being installing at the Courthouse Complex.
  - Pillars on the south porch of the Historic Courthouse need to be scrapped and painted.
  - Bricks and sealing needs to be addressed on the Historic Courthouse. Brent Lance of Hurst Rosche stated that most motor joints appear to be solid, and tuck pointing should be addressed before sealing the brick. Lloyd Meyer will have Western Waterproofing give an estimate to replace and seal the bricks.
- 4. Survey Work for parcel ID's 16-02-482-005 & 16-02-482-014 in the City of Hillsboro -Update:** The committee reviewed two survey plats prepared by Carl Nail for the two parcels across from the Courthouse Complex.
- 5. Historic Courthouse Renovations -Update:** Brent Lance of Hurst Rosche presented a drawing for the Supervisor of Assessment office on the 2<sup>nd</sup> floor to the committee. Walls on the 2<sup>nd</sup> floor will be taken out and moved as needed, and the outside fire escape will have 2 doors, one on the 2<sup>nd</sup> floor and one on the 3<sup>rd</sup> floor. A ramp on the front steps of the Courthouse will need to be constructed while the elevator is down for replacement. Heating registers will not change on the 3<sup>rd</sup> floor; however the air conditioning systems will all change according to the grant. Hurst Rosche looked into doing duct work on the 2<sup>nd</sup> floor to utilize the grant and does not see a benefit. The committee discussed the motion made last month by Roy Hertel to proceed with the 2<sup>nd</sup> floor project if the cost will be under \$130,000. Lance reported that according to his plans, the total costs should be around \$111,000 to \$120,000. Lance then stated that the Board can vote on the final bid documents in May and they will then be let later that week. Bids would need to be back at the end of May and bid results could go to the committee and Full Board meeting in June. Lance expects the contractor working by July 1<sup>st</sup> 2011, with construction renovations taking 6 months from start to finish. The committee discussed locating the scanning media room either on the 3<sup>rd</sup> floor or in the basement, and GIS Coordinator Purcell stated the scanning room will also be used for photographing plat of surveys, which will need bright lighting to scan and photograph. The committee asked County Clerk Leitheiser where the best place for early voting would be, and stated that large election equipment cases could be stored in the basement area where Miles currently is located. Leitheiser and Daniels will measure an area in the Water Company office to see if room could be made available for early voting. Bone reported to the Board that the layout set for the 2<sup>nd</sup> floor appears to be in the budget. Helgen asked if the ramp built on the front steps would be

temporary and Bone replied affirmatively. Treasurer Jenkins asked about the scanning room and said the 3<sup>rd</sup> floor location would be fine for its location. Bone stated that during renovation, the Supervisor of Assessments Office and EPA Office will relocate to the Farm Bureau building, and the Coordinated Services office will relocate to the Historic Courthouse basement.

**ECONOMIC DEVELOPMENT COMMITTEE REPORT: Given by Chairman Ron Deabenderfer as follows:**

1. **County Comprehensive Plan -Update:** The meeting for Thursday, April 14<sup>th</sup> was postponed, and Chairman Plunkett attended a meeting where Pat Curry presented information on the GIS data layer for the Comprehensive Plan. Deabenderfer stated that much long range planning has been done throughout the comprehensive planning process, and the amount of work is both intensive and worthwhile. He stated there will be public training opportunities given to the public soon on how to use the GIS computer data now available as part of the Comprehensive Plan.
2. **Resolution 2011-5 to Adopt Enterprise Zone By-Laws -Approval:** The committee viewed the Resolution to adopt the EZ Committee By-Laws. This resolution has been taken to the 10 municipalities for their review and approval so the DCEO application to add territory in Witt, Nokomis, Coalton and Raymond can be completed. **Motion by Deabenderfer, second by Hertel to Approve Resolution 2011-5 to adopt the Enterprise Zone Committee By-Laws. All in favor, motion carried.** Gasparich thanked Heather Hampton Knodle for time spent attending Council meetings and Deabenderfer also acknowledged Chris Daniels, Amanda Cole and Sandy Leitheiser for their work efforts. **(See Resolution Book 11, pages 57-60).**
3. **Rural Broadband -Update:** One more antenna needs to be installed on a tower in Coffeen, then Royelle will start marketing efforts county-wide in the next couple of months. Heather Hampton Knodle reported to the Board that Royelle Communications is now ready for signups, and residents should call them at (217) 965-3699.
4. **Rail Trail -Update:** There needs to be some signage on the Butler trail and a barricade put up so that vehicles cannot drive on it. Deabenderfer will check with the State's Attorney office to see what signage we need and will check with NAGS for trail maintenance. He stated that someone has been cutting firewood on the trail and he has a meeting with NAGS to discuss these issues.
5. **MCEDC Annual Report -Update:** The MCEDC annual report was given to the Full Board by Executive Director Heather Hampton+Knodle. Hampton+Knodle stated the County has invested \$135,000 in the Montgomery County Economic Development Corporation (MCEDC) since officially starting in 2005, and MCEDC has helped leverage 1.78 Million dollars in direct grants, with ½ Million dollars to individual communities. She stated that business retention visits started in 2008 and over 20 businesses have been assisted which is important because in rural areas such as Montgomery County 95-96% new jobs come from existing businesses. She stated that the Revolving Loan Fund is getting reimbursed and since December 2010 she has been working with six businesses regarding Revolving Loan possibilities. She asked the Board to please review the County Comprehensive Plan when it comes out this year, and stated that the County has very few marketing sites to attract new businesses which makes developing sites critical. She spoke of the costs to maintain the County's bridges and revamp downtown buildings all of which are important in bringing in new businesses. Hampton+Knodle also recognized Denise Kistner for her success in helping Montgomery County become the U of I Extension Regional Office.

**EMA/AMBULANCE COMMITTEE REPORT: Given by Chairman Jim Moore as follows:  
Ambulance Call Reports:**

A summary of monthly operations for **February 2011** are as follows:

**Total calls: 326 Total amount billed: \$189,460.00 Amount collected: \$127,747.33**

A summary of monthly operations for **March 2011** are as follows:

**Total calls: 308    Total amount billed: \$166,429.00    Amount collected: \$112,350.50**

**AMBULANCE REPORT:**

- 1. Collections -Update:** Total Collections for **March** are **\$112,350.50 (New System - \$110,867.86, Old System \$1,482.64)**
- 2. Purging Files -Update:** Working on shredding old files as we received permission from the State of Illinois two weeks ago on all old files up to 2005.
- 3. Small Claims -Update:** (16) 5-Default Judgments, 1- Dismissed, 7-Agreed Payment Orders, 1-Payment in full for \$713.00, 2-Came in and setup a payment plan prior to court. The next small claims court date is May 13<sup>th</sup>, 2011.
- 4. Billing Office -Update:** Staff will be attending the conference in St. Louis on April 21<sup>st</sup> & 22<sup>nd</sup>, and sessions offered at the conference will include all new updates for State, Federal, and private insurance carriers. They will also receive any new forms available, since some forms will be changing this year. Training will be put in the EMA budget each year.

**EMA:**

- 1. Illinois Earthquake Exercise -Update:** **Exercise for May has been cancelled.**
- 2. County Incident Management Team -Update:** The County has 18 members, and will start by doing some scenarios and refreshers on key positions and meet monthly as it begins. There is a good mix of ESDA, Police and Fire Departments on the team, and the scenario for this month will be Tornados. Montgomery is the only county in a six county wide area to have a County Incident Management Team.
- 3. The Great U.S. Shakeout -Update:** This event will be held April 28<sup>th</sup>, 2011, and Holmes will work with the ARES/RACES ham operators for that day, with some operators in Illinois doing check-ins. As part of Montgomery County's participation, all offices in both County Courthouses will do a short exercise that week (April 25<sup>th</sup> – 29<sup>th</sup>).
- 4. MABAS Tent/Trailer -Update:** The trailer is located at the Coffeen Fire Station for the present time, and MABAS President Leo Beasley is actively looking for a permanent home for it. Members voted at the HAZMAT meeting on March 31<sup>st</sup> and do not want the tent and trailer to move to the Shoal Creek Fire Dept. facility in Bond County since it would be too far south and response time would be a problem. Another concern is that Shoal Creek Fire is not part of MABAS 56 (Montgomery County). The Haz Mat team will try and find a more centralized location, and Walt Tarran of the Coffeen Fire Department will talk to the Coffeen Fire Chief to see if they can leave the trailer at the Coffeen Fire Station.

**FINANCE COMMITTEE REPORT: Given by Chairman George Blankenship as follows:**

- 1. GIS Report -Update:** Mary Purcell is working on regular GIS work and also doing map work for the Redistricting Committee.
- 2. SOA Report -Update:** Durston reported to the committee that all the assessors have picked up their 2011-12 books and they are to be returned by June 15<sup>th</sup>, 2011. The committee discussed that this is the first time in 28 years that the tax bills will have a June 1<sup>st</sup> payment date. Durston also informed the committee that the sales ratio study was received on March 25, 2011. Clerk Leitheiser reported to the committee that the Supervisor of Assessment Office shifted the tax cycle to the County Clerk's Office on February 16<sup>th</sup>, the Final Multiplier was received on March 9<sup>th</sup>, and the taxes were shifted to the Treasurer's office on March 29<sup>th</sup>, 2011. Under State Law, the County Clerk's office had to wait until March 15th to contact the overlapping counties for their assessed valuations. Leitheiser also stated to the committee that her office's Tax Extension Department Head Tricia Maulding was to be commended for getting tax extensions completed on a timely basis. Durston reported that he has a staff member out on an extensive medical leave and needs to hire a replacement on a temporary basis, and stated that he would hire Andrea Mikolasek for this temporary part-time position with no benefits.



3. **Resolution 2011-4 to Appoint IMRF Agent -Approval:** The committee recommends the approval of Resolution 2011-4 to appoint Payroll Clerk Liz Holcomb as the County IMRF agent. **Motion by Blankenship, second by Hertel to Approve the Resolution to Appoint Liz Holcomb as the IMRF Agent. All in favor, motion carried. (See Resolution Book 11, pages 61-62.)**
4. **Revolving Loan Fund -Update:** Payments were received on all three Revolving Loan accounts. Amanda Cole shared a Revenue Loan Accountability Report for 2010 with the committee to show job creation and retention compared to the amount invested. Cole also shared a report with the committee showing the number of small businesses her office has assisted for the 1<sup>st</sup> quarter of 2011. Cole will prepare this report on a quarterly basis.
5. **Regional Office of Education Quarterly Report -Update:** The committee reviewed the ROE Quarterly report and recommends the approval. **Motion Blankenship, second by Hitchings to Approve the Regional Office of Education Quarterly Report. All in favor, motion carried.**
6. **FY 2012 Budget -Update:**
  - **Budget Hearing Dates: Wed. 7/27, Fri. 7/29 & Mon. 8/1 starting at 8:00 am.** The committee reviewed the Hearing Schedule, and Blankenship stated that in May the Office Holders will be receiving letters to get ready for the budget process.

**HWE COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:**

1. **Update/Approval Elections -Update:** County Clerk Leitheiser shared copies of the April 5<sup>th</sup> Consolidated Election Summary Report with the committee, and told them there was a 26% voter turnout at this Election. 4,768 total ballots were cast, including 665 early/absentee ballots, so 13.9% of those who voted, voted early. 191 of 210 Election Judges worked at the county's 42 precincts that day. There were a few voter tabulator issues that were taken care of by the tech support team. The committee discussed the lifespan of the voting equipment, which has an 8 year life expectancy. The voting equipment has been used for 9 elections now and is 5 years old.
2. **Recycling Program and Events:**
  - **Litchfield Drop Off Paving -Update:** The committee approved the quote from Litchfield Street Superintendent Art LeVoy to repair the foundation work and paving materials for the 32'x 32' area at the Litchfield Drop Shed for approximately \$2,000.
  - **Electronics Drive -Update:** Electronics Recycling Drive will be held on Thursday, May 5<sup>th</sup> from 12:00 p.m. - 5:00 p.m. and Friday, May 6<sup>th</sup> from 8:00 a.m. - 3:00 p.m. at the Montgomery County Recycling Center in Hillsboro.
  - **E-Waste Contract Renewal with Com2 -Approval:** There is a one year agreement to approve with Com2 for our Electronics Recycling Drives. **Motion by Durbin, second by Kuchar to Approve the Electronics Waste Contract Renewal with Com2. All in favor, motion carried. (See Resolution Book 11, pages 63-65).** Plunkett reported this contract has no cost to the County.
3. **EPA Report -Update:** EPA Inspector Gonet shared quarterly reports with the committee, and they discussed the excess used tires at the County and Townships and how they could help dispose of them. The committee discussed offering a municipal cleanup to help dispose of the tires and asked that Gonet check into this option.
4. **Animal Control Facility and Program:**
  - **Animal Control Intake Summary -Update:** The March intake at the facility was 47 animals. The total outgoing for March was 55 animals. There were 12 animals claimed, 9 were adopted, 29 were sent out to rescue and 4 were euthanized. Volunteers' hours for March were a total of 93 hours. There was a microchip clinic at the facility in March and CRC volunteers were there more often to walk dogs now that the weather is nicer.

- **Mobile Adoption Guidelines -Update:** The committee reviewed and discussed guidelines presented by Animal Control Officer Richardson for PAWS members to facilitate a mobile adoption event. Gene Miles stated that PAWS needs to help get the animals out of the facility. The next mobile adoption is planned for April 16<sup>th</sup>, 2011 at the Hillsboro Ace Hardware Store. The committee would like the State's Attorney Office to review these guidelines.
  - **Spay/Neuter Voucher Program -Update:** Richardson gave some guidelines to the committee on a Spay and Neuter Program to help promote adoptions and to use the money in the Pet Population control fund.
- 5. Property & Casualty Liability Insurance -Update:** The committee asked that Mr. Couch be contacted for an updated schedule for bidding out the Property & Casualty Liability Insurance.

Graden reported that he was a recent customer at the Montgomery County Animal Control Facility and was very pleased to report he received good professional service there.

**PERSONNEL COMMITTEE REPORT: Given by Chairman Sharon Kuchar as follows:**

**Meeting held on Thursday, March 31<sup>st</sup>, 2011:**

- 1. Proposal for Health Insurance -Update:** Jeremy Billington addressed the committee regarding an insurance product with Mutual Medical. They use Symetra as their Reinsurance stop loss carrier. The committee reviewed the proposal that was submitted.
- 2. Consociate Dansig Health Insurance Renewal Proposal -Update:** Steve Spinner and Travis Schmidt of Consociate Dansig shared some reports on the insurance claims with the committee. The committee reviewed reports that showed charge type totals. Hines & Associates is an organization utilized to review high expense costs for hospital tests and they perform disease and case management services that has saved \$24,764 year to date. Committee discussed some of the Health Care Reform Act changes, and Consociates presented a reinsurance proposal from two companies. The average yearly increase for Montgomery County's employee Insurance from 2003 to current was 6.6%.
- 3. Consolidation of Litchfield and Mo. Co. Sheriff's Dispatchers -Update:** Sheriff's Department representative Nimmo reported to the committee that testing for dispatchers will take place on April 1<sup>st</sup>. Twenty-six people reported for orientation and 12-16 people will test, and the testing process takes about one month. The County currently has 10 full-time telecommunicators and will need 2 additional full-time telecommunicators to consolidate with Litchfield. We need to negotiate with Litchfield to perform the dispatching duties, and the County is looking at the costs to add additional telecommunicators. We may need to pay the two new employees for 60-90 days until the contract takes place with Litchfield. The County will also need to take the training expense into consideration, and Nimmo will calculate the one-time expense to get the two additional telecommunicators added. The committee agreed that we must move forward to hire the two new telecommunicators. Moore asked if fees would be reimbursed by Litchfield. Plunkett reported to the Board that he met with Litchfield representatives recently, and part of the agreement between the city and the county would be for Litchfield to help fund the County's cost of training the 2 new employees.
- 4. Employee Personnel Manual -Update:** Several suggestions to consider were received for the employee manual. The issues will be sent to the County Insurance consultant who has been reviewing our Personnel Manual and Union Contracts.

**SPECIAL PERSONNEL COMMITTEE MEETING HELD ON FRIDAY, APRIL 8<sup>TH</sup>, 2011:**

- 1. Proposal for Employee Health Reinsurance -Approval:** Consociate Care Group representative Steve Spinner was present to answer questions at the Special Personnel

Committee meeting. The committee discussed the timeline to get the insurance approved for the June 1<sup>st</sup> renewal, and Spinner stated that if the Re-insurance agreement with RAS was signed today, it would stop the underwriting by RAS. This action would lock in the rates that the committee reviewed in the proposal as of the day it was signed, and the county would not be held to the agreement should we choose a different insurance company. The committee feels that we should stay with Consociate Dansig, because we have had a good track record with them and their costs are comparable. The committee approved signing the document to accept the RAS Agreement to lock in the reinsurance amount. The committee recommends to the Full Board to stay with Consociate Dansig for Employee Health Insurance. **Motion by Kuchar, second by Graden to Stay with Consociate Dansig for Employee Health Insurance. All in favor, motion carried.**

2. **Highway Department Part-Time Seasonal Help -Update:** The committee reviewed and discussed the issue with the Highway Department part-time seasonal help and the fact that it is not in the current Union Contract. The committee reviewed the last contract and saw the language that pertained to part-time seasonal workers. Kuchar informed the Board she made contact with the Laborers Union Representative to see if there would be any problems with using the language from the old contract and found that past practice can be used. She reported the Highway Department will need 2 part-time seasonal workers.
3. **Temporary Part-Time Help in the SOA Office -Update:** Ray Durston reported at the Special Personnel Committee meeting that he needed to hire a temporary part-time person for that office while a staff member was on extended medical leave. The committee approved to hire Andrea Mikolasek at the hourly rate she left with from the County Treasurer's Office and no benefits and the position must stay under 1000 hours.

**ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Bonnie Branum as follows:**

1. **Walton Park Project -Update:** Engineer Smith reported to the committee that the construction on the Walton Park Project started on March 17<sup>th</sup> and is currently underway. Plocher Construction is working to get the project done by the end of May.
2. **Red Ball Trail Project -Update:** Engineer Smith is finalizing the temporary easement approvals, and Branum reported to the Board that the paperwork has been completed as of yesterday.
3. **Minor Subdivision -Approval:** This subdivision has one small strip in Bond County. Per the State's Attorney office, the Montgomery County portion is ok to approve. **Motion by Branum, second by Miles to Approve the Minor Subdivision in Donnellson. All in favor, motion carried.** Plunkett stated that it meets the County Subdivision guidelines.
4. **Simpson Bridge Replacement -Update:** Branum stated this bridge replacement is scheduled for State FY2015, and we are about 2 ½ years away from construction. The committee discussed the three different possible designs, and design work is on hold until Engineer Smith advises. Smith has set up a Road & Bridge Committee tour on Monday, May 2<sup>nd</sup>, 2011 at 8:30 a.m. so members can view the roads to be used to get around the structure if it was closed for construction.
5. **Part-Time Seasonal Workers -Update:** Engineer Smith will hire two part-time summer workers to help with mowing. The current Union Contract does not have language that addresses part-time seasonal workers.
6. **CA-7 Rock Letting -Update:** A couple of our county roads have experienced significant damage due to the spring thawing. Smith plans to blade-mix these bad sections using a CA-7 aggregate, but the aggregate wasn't included in our original MFT Rock Letting, so Smith needs to hold another letting for this rock. The letting date is set for Monday, May 2<sup>nd</sup> at 8:30 a.m. before the Road & Bridge Committee tour.
7. **County Maintenance Resolution 2011-05 -Approval:** Branum stated the County needs to replace the County Maintenance Resolution #2010-10 with County Maintenance Resolution

#2011-05 to include blade-mixing work and county's share for the Red Ball Trail project. #2010-10 appropriated \$975,000.00, and #2011-05 will increase the appropriation to \$1,150,000.00. **Motion by Branum, second by Williams to Approve County Maintenance Resolution 2011-05 to Include Blade-mixing Work that will Increase the Appropriation from \$975,000 to \$1,150,000. All in favor, motion carried.**

**APPROVAL OF 8 COMMITTEE REPORTS & MINUTES: Motion by Durbin, second by Helgen to approve the 8 committee reports and minutes. All in favor, motion carried.**

**SCHEDULE CHANGES:** Plunkett reminded members of the Special Road & Bridge Rock Letting on May 2<sup>nd</sup> at 8:30 a.m. and the committee bridge tour afterwards.

**APPOINTMENTS: Motion by Williams, second by Hitchings to approve the reappointment of Joe Martin as Trustee to the Raymond Fire Protection District for a three year term. All in favor, motion carried.**

**PAY BILLS:**

- 1. Approval to Pay Any Invoices from Adams & Wilson, PCC and Books and Moore: Motion by Blankenship, Second by Bone to pay any invoices for Adams & Wilson, PCC and Books and Moore. Voice Vote: In favor – 20, Against – 0, Absent – 0, Abstain -1 (Moore), Motion carried.**
- 2. Motion by Hitchings, second by Bathurst to pay all other approved bills. All in favor, motion carried.** For itemized listing of bills paid, refer to Accounts Payable Book for FY 2011.

**ADJOURN: Until the Full Board Meeting on *Tuesday, May 10<sup>th</sup>, 2011 at 8:30 a.m.* in the County Board Room, Historic Courthouse, Hillsboro, Illinois.**

**Motion by Hitchings, second by Branum to adjourn the Full Board Meeting. All in favor, motion carried.**

Meeting adjourned at 10:10 a.m.

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

**Montgomery County Board  
Minutes**

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**For Tuesday, May 10<sup>th</sup>, 2011 – 8:30 AM**

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, May 10<sup>th</sup>, 2011 in the County Board Chambers of the Historic Courthouse, Hillsboro, Illinois.

**The meeting was called to order by County Board Chairman Mike Plunkett at 8:30 AM.**

**Roll call was taken. 19 members present, 2 members absent.**

**Members Present:** Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Bonnie Branum, Ronald Deabenderfer, Robert Durbin, Joe Gasparich, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Sharon Kuchar, Scott Merano, Gene Miles, Mike Plunkett, Richard Wendel, Dennis Williams.

**Members Absent:** Frank Komor, Jim Moore

**Pledge of Allegiance to the flag was given.**

**Mileage and Per Diem Approval:**

**Motion by Miles, second by Bathurst to approve the mileage and per diem. All in favor, motion carried.**

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

**Motion by Kuchar, second by Hertel to approve the Minutes of the Previously Adjourned County Board Meeting held on Tuesday, April 12<sup>th</sup>, 2011. All in favor, motion carried.**

**CONSENT AGENDA:**

1. **Chief Assessment Officer's Report** – Ray Durston was present for questions.
2. **Circuit Clerk's Report** – Holly Lemons was present for questions.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions and called members attention to two maps from Patton Mining showing the proposed mining area and rail spur rail and rail crossing locations. Leitheiser stated these maps will be available in her office for public inspection.
4. **County Treasurer's Report** – Ron Jenkins was present for questions.
5. **G.I.S. Coordinator's Report** – was submitted.
6. **Health Department Report** – Hugh Satterlee was present for questions.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – was submitted.
10. **T.B. Department Report** – Sally Adams was present for questions.
11. **V.A.C. Report** – was submitted.

**APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA: Motion by Hitchings, second by Durbin to approve the 11 items on the Consent Agenda. All in favor, motion carried.**

**COMMITTEE REPORTS:**

**COORDINATING COMMITTEE REPORT: Given by Chairman Mike Plunkett as follows:**

1. **U of I Extension -Update:** U of I Extension Regional Director Denise Kistner reported to the Board about the proposed state legislation to cut County Board Match State funding. This State funding is given through the Department of Agriculture, and Kistner stated that without the County Board Match, it would decimate the Extension Program locally. She is contacting Legislators on this issue, and encouraged County Board members and the public to do the same.

2. **Resolution for Redistricting/Reapportionment Plan for County Board Districts -Update:** Chairman Plunkett reported on the decisions of the Redistricting Committee and reviewed the Resolutions all members received and stated they would be voted on at the June meeting. Changes to districts will move territory in rural Raymond Township from District #1 to #2, territory in the Village of Butler will moved from District #1 to #6, and territory in East Fork 4 Precinct except the City of Coffeen would be moved from District #4 to #3. Plunkett called members' attention to the last paragraph in the Resolution for Redistricting/Reapportionment Plan that sets salaries for County Board members for the next 10 years. Per this Resolution, members of the County Board shall be paid on a per diem basis at \$75.00 per day for meetings plus mileage. The Chairman of the County Board shall be paid \$7,500.00 per year. Previous amounts were \$60.00 per day meeting per diem and \$6,000.00 for Chairman's salary.
3. **Precinct Changes Resolution -Update:** Chairman Plunkett stated that the Precinct changes of the dividing line between East Fork #1 and #4 would match to the newly drawn County Board Districts, saving election costs. He stated that the Redistricting Committee met two times with help from GIS Coordinator Mary Purcell whose GIS maps made their job significantly easier. The Full Board decision on the new County Board districts must be made next month at the June meeting.

**BUILDING AND GROUNDS COMMITTEE REPORT: Given by Chairman Terry Bone as follows:**

1. **Historic Courthouse Renovations -Approval:** Hurst Rosche architect Brent Lance brought specifications and drawings for the Historic Courthouse renovation to the committee. Lance explained that the Data plan is near completion and that he is still working on some of the flooring specs and everything for the complete bid specs should be done by Tuesday. Lance shared a report for the cost of the renovations, which is as follows: the base bid is \$461,236, which includes the elevator replacement, fire alarm system, new exterior stairs, raising the floors on the 2<sup>nd</sup> floor, and construction of an access area to the southwest stair tower from the 3<sup>rd</sup> floor. Option #1 has a cost of \$135,000 and consists of renovations with new finishes to the 2<sup>nd</sup> floor offices on the north and east side of the building which does not include renovations to the offices on the east side of the 2<sup>nd</sup> floor. Option #2 has a cost of \$35,000 and includes costs for new finishes on the 3<sup>rd</sup> floor that is associated with taking out the stair case. Option #3 has a cost of \$75,000 and includes HVAC work for the 1<sup>st</sup> floor and basement. Option #4 is a cost of \$15,000 and includes replacement of currently non-functional Air Conditioning units. The Subtotal of the base project plus the 4 Options is \$721,236. The grant funds that the county will receive are \$226,000. The difference of \$495,236 is the total that county funds will pay for the proposed work. Lance stated that the timeline schedule for the proposed work will be as follows: If bid documents are approved Tuesday, they will be advertised and in the papers on Thursday, the Pre-bid meeting would be held on Tuesday, May 24<sup>th</sup> at 10:00 a.m. in the Board room, the Bid opening will be held on Tuesday, June 7<sup>th</sup> at 2:00 p.m., and Board approval on June 14<sup>th</sup>, 2011. Lance explained that there is a Fire alarm in the specs for the entire Historic Courthouse; however there are no plans for a sprinkler system. The Supervisor of Assessment office would need to move from the 3<sup>rd</sup> floor by mid-July. Lance reported that the project should take about 6 months. The committee discussed that some of the SOA files currently in the basement would go up to the 3<sup>rd</sup> floor. The committee recommends approving the bid specifications for the Historic Courthouse renovations and advertising for Bids. Chairman Plunkett stated that complete Bid Specs are now on the table in the Board room showing all the information needed in great detail. He reiterated that the base project amount is \$721,236.00 with \$226,000.00 in grant funds equaling a net cost to the county of \$495,236.00. Brent Lance explained to the Board that an alternate bid for renovating the east

offices on the second floor will be included because this work was mistakenly left in the bid specs. Gasparich asked Lance if he knew who the subcontractor on the fire alarm system would be. Lance replied he won't know until the bids come in. Hertel asked what part of the grant money for air conditioning is not being used. Lance reported that \$14,000 of the air conditioning grant from the board room will not be used, because it makes no sense to throw grant money away by installing duct work in the board room and then removing it later if the ceiling is raised in the future. **Motion by Bone, second by Wendel to Approve the Bid Specifications for the Historic Courthouse Renovations and Advertising for Bids. Roll Call Vote: Ayes – 19, Nays – 0, Absent – 2 (Komor, Moore). All in favor, motion carried. (For copy of Renovations Cost, See Resolution Book 11, page 67).**

## **2. Maintenance Issues and Report -Update:**

- **Brick repairs and Waterproofing:** Lloyd Meyer reported to the committee that he had Western Waterproofing come onsite a couple of days ago to review the brick on the Historic Courthouse to give an estimate for work.
- **City of Hillsboro Sewer Treatment Employees:** City of Hillsboro workers Jim May and Brett Reynolds reported to the committee that there is a problem with inmates at the jail discarding towels, items of clothing and wrapping from commissary items into the sewer system which ultimately effects a lift station to the water sewer treatment plant. The county needs to eliminate waste going into the sewer system from the Jail. To date, a basket was created by the man hole to help catch waste coming from the jail, which needs cleaned out about every other day. It is recommended that the County get a grinder to process the waste; however it is not going to eliminate the problem. The estimated cost of this grinder is in excess of \$20,000. The committee discussed that the best scenario to correct the problem would be to eliminate the waste at the source.
- **Elevator Inspection:** Lloyd Meyer reported to the committee that the elevators passed the third party inspections. Since the Historic Courthouse elevator will be replaced in the next few months, it did not get approval from the State.
- **Prioritized List for Maintenance Items:** The committee asked Lloyd to prepare a list of items that will need to be addressed for budgetary purposes. The committee discussed that the roofs at the jail and new courthouse had been assessed in the last couple of years and at that time we were told that they would be OK for the next 5 years.

**3. Proposals to Cut Down Trees at the Jail and Mekala Property -Update:** The committee reviewed four bids to remove 3 trees. The committee accepted the proposal from Douglas Tree Service to cut down the three trees in the amount of \$700.00.

**4. Agreement to Purchase Real Estate Parcel #16-02-482-005 -Approval:** The committee reviewed a contract prepared by Assistant States Attorney Betsy Wilson to purchase parcel #16-02-482-0005 in the amount of \$14,045. In this agreement, the County will convey a 40 feet by 64 feet section of Lot 10 which is currently the County Parking lot north of Dr. Mekala's business. Dr. Mekala's attorney Alan Pretnar has also reviewed and approved of this contract. The committee approves and recommends to the Full Board the Agreement to Purchase Real Estate Parcel #16-02-482-005. **Motion by Bone, second by Miles to Approve the Agreement to Purchase Real Estate Parcel #16-02-482-005. All in favor, motion carried. (See Resolution Book 11, pages 68-71).**

**5. Lighting Grant -Update:** Coordinator Daniels reported to the committee that an acceptance letter has been received from the Illinois Clean Energy Foundation for a grant to help with lighting upgrade costs for the Historic Courthouse. Dave Ronen from A & D Electric helped complete the paperwork for the grant and we can receive up to \$40,000 in expenses not covered by the DCEO grant for the Historic Courthouse lighting upgrades. In order to complete the grant requirements, Daniels and Ronen will need to prepare some educational information for the public regarding the importance of the lighting upgrades to conserve energy. An Open House will also be planned in the near future.

**ECONOMIC DEVELOPMENT COMMITTEE REPORT: Given by Chairman Ron Deabenderfer as follows:**

- 1. County Comprehensive Plan -Update:** Deabenderfer reported to the Board that GIS training dates are scheduled for Wednesday, May 18<sup>th</sup>, 2011 for one session at a Nokomis School and two sessions at LLCC in Litchfield. The next Comprehensive Planning meeting will be May 12<sup>th</sup> at 6:00 p.m. at the U of I Extension office where the Comprehensive Plan will be presented. He also announced an Open House at Coffeen City Hall this Thursday, May 12<sup>th</sup> at 9:00 a.m.
- 2. Rail Trail -Update:** Chairman Deabenderfer reported that he met with NAGS and the committee reviewed pictures that Mark Joy took of the Butler Trail before and after the contractor installed the sewer line last year. The Natural Area Guardians (NAGS) was pleased with the contractor's repairs and will look at possibly doing the maintenance on the trail. Deabenderfer also reported that he met with Assistant State's Attorney Betsy Wilson and she will look into drawing up a lease agreement with NAGS to maintain the trail which the committee will review next month. NAGS is looking to fundraise so they can have funds to mow the trail. The committee also discussed some open dumping at the Butler end of the trail on Fairground property. Deabenderfer said a group walked the entire trail last Sunday and they found about 25 large railroad spikes. Deabenderfer presented the photos of the trail to the Board which showed a remarkable difference before and after the clearing work that was done.
- 3. Green Diamond Trail -Update:** Deabenderfer received a call reporting that the Green Diamond Trail from Waggoner to Farmersville needs to be oiled and chipped again. Coordinator Daniels will call Pitman Township Road Commissioner Tony Krager to get a cost to oil and chip to put in the FY 2012 budget and a community service crew will cut the brush back from the trail. Deabenderfer stated this trail was used for the 5K run during Irish Days.
- 4. Amended Resolution #2011-05 to Abate Taxes for Property Located in the Montgomery County Enterprise Zone -Approval:** Committee discussed an amended Resolution to abate taxes for property located in the Montgomery County Enterprise Zone. Coordinator Daniels reported that this same revised Resolution to abate taxes will be mailed out to about 100 taxing districts within the County for their approval. She explained to the Board that an application to expand the Enterprise Zone was sent 1-1½ years ago and the Enterprise Zone has been extended for 20 years and could be extended to 30 years so this Amended Resolution is generic for future use. Daniels thanked the County Clerk's office for helping the project by customizing the Resolutions and providing mailing labels. **Motion by Deabenderfer, second by Beck to Approve the Amended Resolution #2011-05 to Abate Taxes for Property Located in Montgomery County Enterprise Zone. All in favor, motion carried. (See Resolution Book 11, page 72).**

**EMA/AMBULANCE COMMITTEE REPORT: Given by Vice Chairman Joe Gasparich as follows:**

**Ambulance Call Reports:**

A summary of monthly operations for **April 2011** are as follows:

**Total calls: 322 Total amount billed: \$187,422.40 Amount collected: \$113,091.36**

**AMBULANCE REPORT:**

- 1. Collections -Update:** Total Collections for **April** are **\$113,091.36 (Old System - \$514.92 New Program \$112,576.44)**
- 2. ABC3 Conference -Update:** The Conference was very informative and well presented. All classes were set up so that the EMA staff were informed of all new rules and regulations for the ambulance industry. They learned several new things that will be implemented in our billing here. (New forms, Poverty guidelines, etc.) One class was "Are you smarter than a Medicare auditor" and was presented by an actual Medicare auditor.



The conference was very well attended (200+) and was a great learning tool. Will be glad to attend again next year.

3. **Small Claims -Update:** The next small claims court date is May 13<sup>th</sup>, 2011.

**EMA:**

1. **Earthquake Shakeout -Update:** Was April 28<sup>th</sup>, 2011. Gasparich reported that some groups and schools participated in the drill by learning to duck, cover and hold on to strong furniture in case of an earthquake.
2. **MABAS 56 -Update:** MABAS President Leo Beasley was unable to attend the committee meeting. Gasparich explained that the County joined MABAS (Mutual Aid Box Alarm System) 5-6 years ago at \$175 yearly dues. We have access to Fire Department and Ambulance Resources in other areas of the State, and if we had an incident here such as flood or tornado, we have MABAS resources available to us. He reported that about \$600,000 worth of equipment resides in Montgomery County and recently the light tower was deployed to Marion, Illinois.
3. **IMT Meeting -Update:** The County Incident Management Team meeting was held April 27<sup>th</sup> at the Montgomery County Health Department where 14 members attended. The scenario for the evening was "Tornado Touch Down in Nokomis". This group will meet the last Wednesday of each month. The next meeting will be May 25<sup>th</sup> at the Litchfield Fire Station with B.J. Wilkinson as the host. Training will be on the role of Incident Command.
4. **April Storms -Update:** Damages were discussed and Gasparich reported we did not receive State or Federal assistance due to their determination that the storms here were minimal.
5. **IMT Deployment and EMA Deployment -Update:** The committee discussed the possibility of employees volunteering for IMT Duty and nonpaid Personal Time or Vacation Time. Holmes would get paid because that is part of her job duties. Gasparich reported they are working on the issues.
6. **Historic Courthouse -Update:** The committee discussed questions on outside ramp, elevator, alarm system and sprinklers planned for the Historic Courthouse renovations, and will check with Buildings & Grounds Committee for more information. Gasparich stated that is good that a fire alarm system will be installed because it will save the building in case of fire.

**NEW BUSINESS:**

1. **Light Tower/Generator Deployment -Update:** The unit went to Marion for flood fighting detail and MABAS Branch Chief Larry Jamrozek is unsure at this point how long it will be needed. Gasparich stated that when equipment is borrowed those who use it are encouraged to service the equipment before returning.

**FINANCE COMMITTEE REPORT: Given by Chairman George Blankenship as follows:**

1. **Cost Study for County Fees -Update:** County Clerk Leitheiser reported that as requested, she has made contact with Maximus to possibly conduct a Cost Study for County Services. A Cost Study must be performed in order to raise fees for some County services and the County hired Maximus to complete a cost study several years ago for the County Recorder and Sheriff's Offices. Maximus also has the capability to complete a cost study for Sheriff Dispatching services for other agencies. Clerk Leitheiser also reported that she checked with Patton & Associates to see if they would perform a cost study for GIS fees and they declined. Clerk Leitheiser has offered to survey the County offices to find out what fees are currently being charged for services and to research the potential for fee increases or additional fee implementation.
2. **Forrestal Group Report on Assessment Work -Update:** Gene Stuard of Forrestal Group reported to the committee that he continues to have meetings and work on the formula to assess the coal rights. Spreadsheets should be done in the next 60-90 days. Stuard explained that

there are different ways to assess the Coal Rights with a price per acre for taxing purposes. Blankenship stated that the school district will be the main beneficiary of the increased assessment on coal rights.

2. **Dean Lee, Director of Human Resources for Patton Mining –Update:** Dean Lee gave the Committee an update on the progress of the construction at the Deer Run Coal Mine. Dean Lee reported that they are currently working on the Bottom Development Stage which is the construction of the starting gates for the longwall operation. During this process, they are producing some coal and have about 60,000 to 75,000 tons on the ground. The slope to the coal seam is 2,500 feet long and was constructed to descend at a 9 degree angle. Dean Lee also gave an update on the Transportation methods that will be used. Two rail spurs are currently being constructed from the mine site that will hook up with the Norfolk Southern and the Union Pacific Rail Roads. The rail spurs should be finished by the end of this summer. The Coal Company is also constructing a large docking area on the Ohio River in order to ship coal on barges. Dean Lee stated that the projection plans to mine 5 to 6 million tons of Coal in 2012 and they could produce 8 to 10 million tons of coal in 2013. Dean Lee stated that when complete, the Deer Run mine will be the number one coal producing mine (per man hour) in the world. The committee also discussed the 2% royalty that the county will receive per the contract. Chairman Plunkett asked Dean Lee to come to the full board meeting in June to give the entire board an update on the progress of the coal mine.
1. **Resolution# 2011-06 Establishing Fees for Civil Union License and Certified Copies**  
**-Approval:** Clerk Leitheiser presented a resolution to establish a fee for a Civil Union License to charge the equivalent as the fee for Marriage Licenses. Plunkett stated that it will be \$45 for the Civil Union License, \$10 for a Certified Copy and \$4 for an additional copy. **Motion by Blankenship, second by Bathurst to Approve the Resolution Establishing Fees for Civil Union License and Certified Copies. All in favor, motion carried. (See Resolution Book 11, page 73).**
2. **FY 2010 County Audit -Approval:** The committee discussed the County Audit that was presented last month by Patton & Company. The committee reviewed and recommends the approval of the FY 2010 County Audit to the full board. **Motion by Blankenship, second by Kuchar to Approve of the FY 2010 County Audit Report presented last month. All in favor, motion carried.**
3. **2 Year Proposal to Perform the Audit -Approval:** The committee reviewed and discussed a 2 year proposal from Patton & Company to complete the County audit for the next 2 years. The FY 2011 County Audit would be \$33,000 and \$7,000 for the Circuit Clerk's Audit. The FY 2012 County Audit would be \$35,000 and \$7,000 for the Circuit Clerk's Audit. Bathurst asked why this service is not going out for proposal so other County auditors can compete for this service. Deabenderfer asked if it was feasible to put this out for bid when the proposal from Patton & Company has already been read which would put competitors at an advantage. Chairman Plunkett stated that the County asked Patton & Company for their proposal. Hertel stated we would be paying the same amount for FY 2011 as we did in FY 2010 and there would be an increase only in FY 2012. Kuchar suggested we accept Patton & Company's proposal today and ask for proposals in two years. Bathurst reminded the Board that when we put out for proposals last year, the other proposal came in lower but the board did not accept it. **Motion by Bathurst, second by Graden to Request Audit Proposals for FY 2011 and FY 2012. Roll Call Vote: Ayes – 9, Nays – 10. Those voting Aye: Bathurst, Beck, Bone, Deabenderfer, Gasparich, Graden, Helgen, Miles, Williams. Those voting Nay: Bishop, Blankenship, Branum, Durbin, Hertel, Hitchings, Kuchar, Merano, Plunkett, Wendel. Those Absent: Komor, Moore. Motion failed.** Kuchar suggested staying with Patton & Company and to ask for new proposals when their new contract is up, and Bishop asked Chairman Plunkett for the best time for getting new proposals. Chairman Plunkett replied that to prepare for the budget, best time would be in the spring after the current audit has been completed. Bathurst asked Plunkett if the Board has to accept both years in Patton's proposal,

and Plunkett replied no, that it is up to what the Board wants. **Motion by Kuchar, second by Hitchings to Accept Patton & Company's Proposal to Complete the FY 2011 Audit for a total of \$40,000 and the FY 2012 Audit for a total of \$42,000. Roll Call Vote: Ayes – 15, Nays – 3. Those voting Aye: Beck, Bishop, Blankenship, Bone, Branum, Deabenderfer, Durbin, Hertel, Hitchings, Kuchar, Merano, Miles, Plunkett, Wendel, Williams. Those voting Nay: Bathurst, Gasparich, Graden. Those Absent: Helgen (left meeting prior to this vote), Komor, Moore. Motion carried.**

4. **FY 2012 Budget Schedule and Transmittal Letter -Approval:** The committee reviewed the FY 2012 Budget Schedule and Transmittal Letter to the Office Holders. **Motion by Blankenship, second by Branum to Approve the FY 2012 Budget Dates and Schedule. All in favor, motion carried.**
5. **Revolving Loan Fund -Update:** Amanda Cole reported there is a potential new business interested in applying for the Revolving Loan. The three current Revolving Loan accounts are current on payments. In August there will be an open house for a 1 year anniversary for a Hillsboro business currently using the Revolving Loan Fund.
6. **CEFS Ordinance #2011-07 & Intergovernmental Agreement to Provide for Public Transportation in Montgomery County -Approval:** CEFS Director Kristie Warfel addressed the Board regarding the annual Ordinance and Intergovernmental Agreement Montgomery County approves each year. She explained that out of the six counties they oversee, Shelby County is the main provider who disburses the funds to CEFS once the Intergovernmental Agreement is passed by all participating counties. She reported that she has seen an increase of over 1,000 new riders in Montgomery County this past year. She also reported a huge increase of \$7,000 in Medicaid transports in the County. Since March, 2011, transport dollars reached \$12,000. She stated that anyone can ride with a fee schedule of \$1 under 16 years of age and a suggested donation for 16 years and older. Treasurer Jenkins reported that the County has \$4,000 budgeted to offset CEFS expenses and the County has contributed this same amount over the last four years. **Motion by Blankenship, second by Gasparich to approve CEFS Ordinance #2011-07 with CEFS to Provide for Public Transportation in Montgomery County. All in favor, motion carried. Motion by Blankenship, second by Graden to approve the Intergovernmental Agreement with CEFS to Provide for Public Transportation in Montgomery County. All in favor, motion carried. (For copies, see Resolution Book 11, pages 74-76).**

**HWE COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:**

1. **Elections -Update:** County Clerk Leitheiser reported to the committee that the recount for the Litchfield Ward 3 Alderman race was resolved with the same results as on Election night. Information was also shared regarding the Cost per Vote for the April 5th, 2011 Consolidated Election, and total costs were \$94,121.68 with 4,768 ballots cast at a cost per vote was \$19.74. The committee discussed consolidating precincts, but the consensus was to consolidate election judges where possible instead. Leitheiser stated Judges are commissioned through the March, 2012 General Primary Election so any changes should take place after March, 2012. State's Attorney Matoush will research the consolidation of Election Judges after the March, 2012 Election.
2. **Recycling Program and Events:**
  - **Fayco Enterprises - Update:** The committee discussed and approved for the County Recycling Program to process materials that are collected and shipped to the County from Fayco. The agreement was reviewed and approved by Assistant State's Attorney Wilson. The Montgomery County Recycling Program would be processing the materials.
  - **Conservation Day - Update:** Recycling Coordinator Lutz will be giving presentations to almost 300 fifth graders from Montgomery County for Conservation Day next

Wednesday at the U of I Extension building. They will be shown how to reduce waste by reusing bottles as miniature greenhouses.

- **Electronics Drive - Update:** Durbin reported that the Electronics Drive was held May 5<sup>th</sup> and 6<sup>th</sup> and we received 77,000 lbs. of electronics. Our 1<sup>st</sup> year we collected 90,000 lbs. and the 2<sup>nd</sup> year 81,000 lbs. Because of these Drives, we have kept a total of 250,000 lbs. of recycled electronics out of the landfill.
3. **EPA Report -Update:** Bill Gonet handed out information to the committee regarding the Solid Waste Landfills in Illinois for 2009. The committee discussed the problem of excess used tires around the County and the fact that the State currently doesn't have anything in the budget to collect and recycle tires.
  4. **Animal Control Facility and Program:**
    - **Animal Control Intake Summary -Update:** The total intake for April was 54 dogs and cats. 13 were claimed, 13 were adopted, 17 went to rescues, and 2 were euthanized.
    - **Spay/Neuter Fines -Update:** Richardson explained to the committee that she has checked with Department of Agriculture representative Stacey Ballard to see what can be done as far as fining adopters that do not have their animals spayed or neutered within the required 30 day time frame. Ballard explained that counties can set fines should they need to do so. Richardson stated that she has to spend a lot of time going through the stack of paperwork to make phone calls and write letters to these adopters asking them to show proof that the animal they adopted from the facility has been in fact spayed or neutered according to state law. The committee discussed charging a fine of \$50 per animal if sterilization proof is not received within 60 days of the adoption. The committee will discuss this problem next month and may decide to impose a larger fine to help make sure adopters get their new pet sterilized.
    - **Mobile Adoption -Update:** There will be a mobile adoption at Rural King on May 21<sup>st</sup> at Rural King run by PAWS Care group.
  5. **Property & Casualty Liability Insurance -Update:** The committee reviewed information from Insurance Consultant Tom Couch regarding the timeline for preparing the bid specs for the Property & Casualty Liability Insurance. Mr. Couch will attend the June Committee meeting with the draft of the bid specs for the committee to review.

**PERSONNEL COMMITTEE REPORT: Given by Chairman Sharon Kuchar as follows:**

1. **IMRF Request -Update:** Committee discussed a request from Mary Purcell regarding purchasing back IMRF service.
2. **Employee Personnel Manual -Update:** The committee reviewed recommendations from our Insurance Attorney Julie Bruch regarding the Personnel Manual. These recommendations will be reviewed a few at a time each month to incorporate into the Personnel Manual. Kuchar explained that this process will be ongoing for the next 4-5 months and asked the Board members if they would like to review the recommended changes all at once or a few each month. Bathurst suggested they see the items each month rather than the finished product. The majority of Board members in attendance were in agreement, so Kuchar stated the recommended changes will be made available to them monthly as they are finalized by the committee.

**ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Bonnie Branum as follows:**

1. **CA-7 Rock Letting Acceptance of Low Bid -Approval:** One bid was returned from Nokomis Quarry Company. **Motion by Branum, second by Miles to Approve the Low Bid from Nokomis Quarry Company for \$11.75 per ton. All in favor, motion carried.**

2. **FAS 1746-CH 9 Red Ball Trail Project – Section 09-00131-00-RS Letting -Update:** One bid was returned from Moniger Excavating of Moro, Illinois. The total bid was \$1,336,669.10, which exceeded the Engineer's Estimate (\$1,063,265.25) by approximately 25.7%. Five bidders did not return bids. Branum stated we can rebid the project this fall. Bone asked why only one bid came in and would like to find out from the Engineer why the bid was so much higher than the estimate. Plunkett replied the window for receiving bids may have been too short as easements had to be secured first. **Motion by Branum, second by Bone to Reject the Bid for the Red Ball Trail Project from Moniger Excavating. All in favor, motion carried.**
3. **Simpson Bridge Replacement -Update:** The committee discussed the two options to repair the Simpson Bridge. It will cost about \$300,000 less to close the bridge to make the repairs, and Branum reported that the road tour went well with only 6 minutes to drive around the bridge should it be closed. Construction time is 60 days and will occur in 2014 or 2015. Graden asked why the project won't occur until 2014 or 2015, and Branum stated that Engineer Smith reported that prior County Engineer Boehler applied for Federal funds which will be in the State's budget for 2015. **Motion by Branum, second by Kuchar to Close the Road and Repair Simpson Bridge as Soon as Possible in 2014 or 2015. All in favor, motion carried.**
4. **Part-Time Summer Workers -Approval:** There is \$5,000 in the Highway Department Budget for summer workers. The committee reviewed the guidelines for summer workers that were in the previous contract, and Personnel Chairman Sharon Kuchar contacted the Highway Department Union Representative who did not have any issues with going by the previous contract's guidelines for summer workers. Engineer Smith reported that he would like to hire one summer worker for 12.5 weeks at \$10.00 per hour for mowing. **Motion by Branum, second by Williams to Approve Engineer Smith Hiring a Summer Worker. All in favor, motion carried.**
5. **Resolution #2011-06 to appropriate funds for 1090 B-CA, East 19<sup>th</sup> Rd., Nokomis Road District, 50% RD – 50% County Project -Approval:** Total cost is \$21,650.88. **Motion by Branum, second by Miles to Approve Resolution #2011-06 to appropriate funds for 1090 B-CA, East 19<sup>th</sup> Rd., Nokomis Road District, 50% RD – 50% County Project. County's portion would be \$10,825.44. All in favor, motion carried. (See Resolution Book 11, pages 77-78).**
6. **Resolution #2011-07 to appropriate funds for 1091B-CA, Dutchmans Ave., Walshville Road District, 50% RD – 50% County Project -Approval:** Total cost is \$1,501.50. **Motion by Branum, second by Bone to Approve Resolution #2011-06 to appropriate funds for 1091B-CA, Dutchmans Ave., Walshville Road District, 50% RD – 50% County Project. County's portion would be \$750.75. All in favor, motion carried. (See Resolution Book 11, pages 79-80).**
7. **South of Kinks Korner County Road Repair -Update:** Engineer Smith reported that he had a meeting last Friday with Coal Mine Management regarding repairs to the County road by Kinks Korner. The Coal Mine will purchase and haul 2,700 tons of rock and store it in a field near the road. The Highway Department will then construct the base and blade mix for the road to repair it.

**APPROVAL OF 8 COMMITTEE REPORTS & MINUTES:** Motion by Gasparich, second by Hitchings to approve the 8 committee reports and minutes. All in favor, motion carried.

**SCHEDULE CHANGES:** Board Chairman Plunkett informed the Board that the next Economic Development Committee meeting date is changed to June 1<sup>st</sup> at 6:00 p.m. instead of June 8<sup>th</sup>.

**APPOINTMENTS:** Motion by Blankenship, second by Hertel to approve the reappointment of Dr. Roger McFarlin to the Montgomery County Tuberculosis Care and Treatment Board for a 3 year term. All in favor, motion carried.

Hertel discussed an e-mail regarding potential legislative changes to the sales tax reimbursement to the County being held by the State, which could affect Montgomery County by approximately \$450,000.

**PAY BILLS:**

- 1. Approval to Pay Any Invoices from Adams & Wilson, PCC and Books and Moore:** Motion by Wendel, Second by Hitchings to pay any invoices for Adams & Wilson, PCC and Books and Moore. All in favor, motion carried. (Moore Absent).
- 2. Motion by Hitchings, second by Wendel to pay all other approved bills. All in favor, motion carried.** For itemized listing of bills paid, refer to Accounts Payable Book for FY 2011.

**ADJOURN:** Until the Full Board Meeting on Tuesday, June 14<sup>th</sup>, 2011 at 8:30 a.m. in the County Board Room, Historic Courthouse, Hillsboro, Illinois.

**Motion by Branum, second by Bathurst to adjourn the Full Board Meeting. All in favor, motion carried.**

Meeting adjourned at 9:58 a.m.

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

**Montgomery County Board  
Minutes**

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**For Tuesday, June 14<sup>th</sup>, 2011 – 8:30 AM**

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, June 14<sup>th</sup>, 2011 in the County Board Chambers of the Historic Courthouse, Hillsboro, Illinois.

**The meeting was called to order by County Board Chairman Mike Plunkett at 8:30 AM.**

**Roll call was taken. 21 members present, 0 members absent.**

**Members Present:** Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Bonnie Branum, Ronald Deabenderfer, Robert Durbin, Joe Gasparich, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Frank Komor, Sharon Kuchar, Scott Merano, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams.

**Members Absent:** None

**Pledge of Allegiance to the flag was given.**

**Mileage and Per Diem Approval:**

**Motion by Miles, second by Bishop to approve the mileage and per diem. All in favor, motion carried.**

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

**Motion by Hertel, second by Gasparich to approve the Minutes of the Previously Adjourned County Board Meeting held on Tuesday, May 10<sup>th</sup>, 2011. All in favor, motion carried.**

**CONSENT AGENDA:**

1. **Chief Assessment Officer's Report** – was submitted.
2. **Circuit Clerk's Report** – Holly Lemons was present for questions.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions.
4. **County Treasurer's Report** – Ron Jenkins was present for questions.
5. **G.I.S. Coordinator's Report** – Mary Purcell was present for questions.
6. **Health Department Report** – Hugh Satterlee was present for questions.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – was submitted.
10. **T.B. Department Report** – Sally Adams was present for questions.
11. **V.A.C. Report** – Dave Strowmatt was present for questions and reported that US Senator Kirk and US Congressmen Shimkus and Schilling sent a joint letter to the Veteran's Administration Director in regards to opening a Veteran's clinic in Macoupin or Montgomery County. He also informed the Board of a webinar held last month offered by the National Association of County Officials where the president talked about the function and operations of a County Veterans Assistance Commission Office, which would be valuable for the County Board members. He will inform members when a similar webinar is offered in the future.

**APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA: Motion by Hitchings, second by Kuchar to approve the 11 items on the Consent Agenda. All in favor, motion carried.**

**COMMITTEE REPORTS:**

**COORDINATING COMMITTEE REPORT: Given by Chairman Mike Plunkett as follows:**

1. **Coal Mine Progress -Update:** Dean Lee was absent.

- 2. U of I Extension Resolution Agreement -Approval:** U of I Director Denise Kistner reported this agreement is for the current budget year's tax levy of \$154,190 for U of I Extension, not for additional funds. Kistner stated that this is the first year that the fund request was done by a resolution, which is because of the re-organization with the U of I where they were grouped with other counties. She explained they will be going back to the old format next year because of this confusion. **Motion by Helgen, second by Hitchings to Approve the U of I Extension Resolution Agreement. All in favor, motion carried.**
- 3. Circuit Clerk Holly Lemons Earned Bronze Level Certificate for the U of I Certified County Officials Program -Update:** U of I Director Kistner presented Circuit Clerk Holly Lemons with a certificate and pin for completing 24 hours of credit and earning the bronze level in the Certified County Officials program which provides training for County officials. Kistner encouraged other county officials to participate in this program and gain from what they have to offer.
- 4. Resolution #2011-08 for Redistricting/Reapportionment Plan for County Board Districts-Approval:** Plunkett reported that Board members will remain at 21 members and Districts at 7 total Districts. He explained that Redistricting changes to districts will move territory in rural Raymond Township from District #1 to #2, territory in the Village of Butler will move from District #1 to #6, and territory in East Fork 4 Precinct except the City of Coffeen would be moved from District #4 to District #3. On this resolution, members of the County Board shall be paid on a per diem basis at \$75.00 per day for meetings plus mileage and the Chairman of the County Board shall be paid \$7,500.00 per year. Current per diem is \$60.00 per meeting and \$6,000.00 for Chairman's salary. Bone motioned and Wendel seconded to approve the Resolution for Redistricting/Reapportionment Plan for County Board Districts. Gasparich stated he has no problem with the Redistricting Map but wants to amend the motion to vote on pay as a separate issue. He believes the County Board should not increase pay when we are operating on a deficit budget, although he recognized the Chairman's time and hard work and agrees to his raise to \$7,500.00 per year. Gasparich motioned and Merano seconded to vote on the pay separately. Moore stated that the increase in pay does not affect their current pay, only those who are elected in 2012. Chairman Plunkett asked State's Attorney Chris Matoush if the two issues can be decided on separately. Matoush replied it appears they have to be decided at the same time on one resolution. Plunkett instructed Gasparich to rescind his first motion and make an amendment to leave the pay at \$60 per diem. Gasparich rescinded his motion and Merano rescinded his second to the motion. Moore asked when the last time pay was raised and Plunkett replied 14 years ago. Deabenderfer asked if pay would stay the same for the next 10 years and Plunkett replied yes. Hertel agreed with Gasparich not to raise the pay now but suggested a graduated increase over the next ten years. Bathurst asked if the motion could be worded to set a raise if there is a surplus in county funds, but no raise if the County is running in a deficit. Miles replied we do not set employee's raises that way. Kuchar stated that the public won't view a pay increase every 10 years negatively. Plunkett stated that the pay increase was decided in the Redistricting committee and was based on comparisons with other counties. He explained to members that although it may be difficult to vote themselves a raise to keep in mind the raise would apply to the next set of board members when they take office in December, 2012. Plunkett stated that from a business point of view, it would have a detrimental effect on employees without a raise after 14 years, and from political viewpoint it is a bad idea, which is the strongest reason to vote against it, but he believes it is a good idea to have an adjustment for a salary that hasn't been raised in 14 years. Bathurst stated she ran for the County Board because she had something to offer, not to receive compensation, and views \$60 per meeting as a stipend and believes this is a philosophical issue not a political one. Bathurst asked if the County Board could revisit salary increases in five years because taxpayers won't be happy with a 25% increase now. Gasparich stated that the board members work hard and he respects that, but he has noticed in the last 6 months we are spending more than what we take in. He said we will have to make hard budget decisions in the next few years and he believes \$15 is an insignificant amount, but it is the principal of the thing when



we are running a deficit in the budget. Hertel informed the Board that previously a gradual pay increase was set. Plunkett announced the current motion to be voted on as a change per diem from \$75 to \$60. **Motion by Gasparich, second by Merano to Amend the Resolution for Redistricting/Reapportionment Plan for County Board Districts with a Change per Diem from \$75 to \$60. Roll Call Vote: Ayes - 6, Nays – 15. Those Voting Aye: Mary Bathurst, Joe Gasparich, Chuck Graden, Ed Helgen, Frank Komor, Scott Merano. Those Voting Nay: Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Bonnie Branum, Ron Deabenderfer, Bob Durbin, Roy Hertel, Jarod Hitchings, Sharon Kuchar, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams. Motion failed.**

Hertel then made a motion for a graduated increase. **Motion by Hertel, second by Bishop to Amend the Resolution for Redistricting/Reapportionment Plan for County Board Districts with a Change per Diem to \$65 from 2012-2016, and \$70 from 2016-2020, and \$75 from 2020-2022. Roll Call Vote: Ayes - 6, Nays – 14, Abstain - 1. Those Voting Aye: Nikki Bishop, Ron Deabenderfer, Joe Gasparich, Chuck Graden, Roy Hertel, Richard Wendel. Those Voting Nay: Mary Bathurst, Connie Beck, George Blankenship, Terry Bone, Bonnie Branum, Bob Durbin, Ed Helgen, Jarod Hitchings, Frank Komor, Sharon Kuchar, Gene Miles, Jim Moore, Mike Plunkett, Dennis Williams. Those Voting Abstain: Scott Merano. Motion failed.**

Original motion was voted on. **Motion by Bone, second by Wendel to Approve the Resolution for Redistricting/Reapportionment Plan for County Board Districts.** This resolution includes per diem set at \$75 and Chairman’s salary at \$7,500 for the next ten year period beginning 12/1/2012. **Roll Call Vote: Ayes - 17, Nays – 4. Those Voting Aye: Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Bonnie Branum, Ron Deabenderfer, Bob Durbin, Chuck Graden, Ed Helgen, Jarod Hitchings, Frank Komor, Sharon Kuchar, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams. Those Voting Nay: Mary Bathurst, Joe Gasparich, Roy Hertel, Scott Merano. Motion carried. (See Resolution Book 11, pages 83-88).**

**5. Resolution #2011-09 Precinct Boundary Changes Resolution -Approval:** County Clerk Leitheiser stated the precinct changes lie in the line between East Fork #1 and #4 with the boundary line at Rt. 185, is requested for approval to align the Precinct Boundaries to match the newly formed County Board District Boundary between District #3 and #4. **Motion by Moore, second by Branum to Approve Resolution #2011-09 - the Precinct Boundary Changes Resolution. All in favor, motion carried. (See Resolution Book 11, pages 89-90).**

**6. Montgomery County Identity Protection Policy -Approval:** Chairman Plunkett stated the Identity Protection Policy has been approved by the State’s Attorney and was suggested by a Township/County Clerk employee and is being approved at the township level. **Motion by Kuchar, second by Beck to Approve the Montgomery County Identity Protection Policy. All in favor, motion carried. (See Resolution Book 11, pages 91-94).**

**BUILDING AND GROUNDS COMMITTEE REPORT: Given by Chairman Terry Bone as follows:**

**1. Historic Courthouse Renovations -Update:** Bone reported that the Bid Opening was June 7<sup>th</sup> at 2:00 p.m, and stated the bids came in very high and read the following:

| <b>BASE BIDS</b>  | <b>Alternate Bid for Coord Office area</b> |
|---|--|
| • Korte & Luitjohan, Highland, IL= \$999,500                  | \$53,400                                   |
| • Bruce Unterbrink Construction, Greenville, IL = \$1,032,118 | \$30,141                                   |
| • L. Wolk Co., Granite City, IL = \$1,165,000                 | \$43,000                                   |
| • Culbertson Heating & AC (Tim Lipe) = \$1,370,600            | \$66,364                                   |

Hurst Rosche Architect Brent Lance stated that over the last 5-6 days, Hurst-Rosche has been analyzing the costs trying to determine where the costs are much higher than anticipated, and are finding that the bulk of the overrun was in the Mechanical & Electrical work (over \$274,000.) They contacted the low bidder to identify cost overruns, but it will take some time

to compile this information for the County Board. The elevator was within budget and the exterior stairs came within \$1000. Lance stated that Hurst-Rosche has an obligation to put this project out within our budget, and the company will repackage the bid at their cost. Lance also stated that the scope of work will need to be further reduced to reach the \$725,000 budget, and he will bring information to the next committee meeting with a recommendation. Raising the floor was estimated at \$20,000, the ramp was estimated at \$10,000 and asbestos removal at \$12,000, but stated these are small amounts, and believes cuts will need to be made in Mechanical & Electrical categories in order to meet the budget. Lance reiterated he is also displeased with the bids and that Hurst-Rosche is obligated to get the project within the County's budget.

## **2. Phone System and Internet Bandwidth:**

- **FY 2012 Budget -Update:** Purcell reminded the committee that the phone system maintenance line item will be removed from the B & G budget, office #005 and will transfer to the Information System's budget, office #043. The amount budgeted will be \$4,500.
- **Internet Bandwidth -Update:** Purcell reported to the committee that it will be about \$5,000 to \$7,000 per year to upgrade our Internet bandwidth from 1,000 megabits to 8,000 megabits. Purcell checked with Judge Long, and he has agreed to pay up to \$7,000 per year out of Court Fund for extra bandwidth.
- **Phone System -Update:** Bone reported that Purcell and Watkins have completed the phone system updates, and the County now has a complete phone system for back up that could work in any building should one system go down. If any system went down, then Purcell could move it to the other building and for a worst case scenario the phone system would be down about 2 hours.

## **3. Maintenance Issues and Report:**

- **Prioritized List for Maintenance Items -Update:** Committee reviewed a report for the three buildings in the complex in regards to what work would need to be done as far as painting, plumbing, electrical, grounds maintenance, flooring, and HVAC systems for the next year. Lloyd Meyer will start working on some of the painting issues this summer. Hertel asked about any major building expenses to address in the near future. Bone replied the Muffin Grinder will be included in the budget and reported that the Sheriff indicated the jail roof may need repairs.
- **Brick Repairs to Historic Courthouse -Approval:** Committee reviewed two bids for the brick repairs to the front of the Historic Courthouse.
  - Western Waterproofing = **\$6,850.00**
  - Pulliam Masonry, Inc. = **\$4,940.00**The committee approved the proposal from Pulliam Masonry, Inc. for \$4,940.00. **Motion by Bone, second by Miles to Approve the Proposal from Pulliam Masonry, Inc. for \$4,940.00 for Brick Repairs to Historic Courthouse. All in favor, motion carried.**
- **Wiring Repairs in Basement of Historic Courthouse -Approval:** Committee reviewed a proposal from Lyerla Electric to repair some conduit in the basement of the Historic Courthouse. The problem of old brittle wiring was found when Lyerla was here installing the energy efficient lighting. The committee approved the proposal from Lyerla Electric to replace the electrical conduit in the Historic Courthouse for \$4,185.00. **Motion by Bone, second by Hitchings to Approve the Proposal from Lyerla Electric to Replace the Electrical Conduit in the Historic Courthouse for \$4,185.00. All in favor, motion carried.**
- **Water Company Office Repairs -Update:** Committee approved painting and new carpeting.

- **Trees -Update:** Lloyd Meyer reported to the committee that there is a hard maple tree on the east side of Historic Courthouse that is dying and needs to be cut down, and Meyer and Wilson will remove the tree.
4. **141 No. Main St. -Update:** Assistant State's Attorney Betsy Wilson has prepared a contract for the sale and property exchange for this location and John Mekala's attorney Alan Pretnar has reviewed and accepted the contract. Coordinator Daniels is working with Community Title to secure Title Insurance for the Property exchange, and once this is complete, Assistant State's Attorney Wilson will get a closing date.

**ECONOMIC DEVELOPMENT COMMITTEE REPORT: Given by Chairman Ron Deabenderfer as follows:**

1. **County Comprehensive Plan -Update:** Deabenderfer reported the Comprehensive Planning meeting was postponed, and the second half of the written plan should be completed soon, and then the planning committee will review the plan for one month. The comprehensive plan will then go to the Full Board to review in August, and vote on in September. Deabenderfer reported that Amanda Cole requested that the GIS Coordinator Mary Purcell review everything received from the U of I on the GIS data layer.
2. **EZ Application Approved by DCEO -Update:** Coordinator Daniels reported that the EZ Application to add territory in Witt and Nokomis and to add 5 units of government was approved by DCEO and was recorded in the County Clerk's Office.
3. **Green Diamond Bike Trail -Update:** Deabenderfer reported he received a call stating the cleanup work at the Green Diamond Bike Trail was going well. Probation Worker Supervisor Rice Phillips and the Community Service employees went to the trail and cut back the overgrown brush in preparation for oil and chip next year.
4. **Intergovernmental Cooperation Agreement -Approval:** The committee reviewed the Resolution in support of the DCEO Grant Application from West Central Development Council, and the committee recommends the approval of the Intergovernmental Cooperation Agreement. **Motion by Deabenderfer, second by Gasparich to Approve the Intergovernmental Cooperation Agreement with West Central Development Council. All in favor, motion carried. (See Resolution Book 11, page 95).** Plunkett stated that WCDC has asked to apply for the Ike Grant on our behalf.
5. **MCEDC Summit:** Deabenderfer announced the MCEDC is planning another Economic Development Summit to be held October 26<sup>th</sup>, 2011 at LLCC in Litchfield.

**EMA/AMBULANCE COMMITTEE REPORT: Given by Chairman Jim Moore as follows:**

**Ambulance Call Reports:**

A summary of monthly operations for **May 2011** are as follows:

**Total calls: 303 Total amount billed: \$180,236.30 Amount collected: \$123,193.39**

**AMBULANCE REPORT:**

1. **Collections -Update:** Total Collections for **May** are **\$123,193.39**.
2. **Credit Bureau -Update:** We have not received payments from Pinnacle for several months, and Holmes will check on this contract to see if we can cancel. Holmes would like to turn collections over to Midwest Credit and Collections and see if they do any better. Pinnacle has moved offices around in the Springfield area. Holmes will invite Midwest Credit and Collections to perform this service.
3. **Small Claims -Update:** On May 13<sup>th</sup> there were 3 no-shows, and they have been contacted to appear in court at the next Small Claims on June 10<sup>th</sup>, 2011. Two accounts were served while they were in jail. We have 20 accounts that we would like to get paid or get judgments on June 10<sup>th</sup>, providing they are not in jail, or in bankruptcy court.

**EMA:**

1. **Generators -Update:** Director Holmes would like to purchase 6 portable generators at \$899.00 each for some of the shelters that we use. She has enough money in her small equipment budget to purchase 5 generators, but would be \$394.00 over budget to buy 6 of

them. She could buy 5 now and the 6<sup>th</sup> one in December when the new budget year starts. Her list includes: *Hillsboro Free Methodist Church, Litchfield Community Center, Nokomis Parish Center, Witt Lions Club, Taylor Springs Community Center, and Donnellson/Panama School.* Irving Centry House would also like a generator. Holmes received prices for generators from Electric Start. The committee discussed that the generators need to be stored at a secured place at these centers and maintained.

2. **Leo Beasley-MABAS Equipment Funding -Update:** Beasley stated to the committee that funding is needed to maintain some of the MABAS equipment. The County already helps out with \$1,000, but they are looking for an additional \$1,500 in funding to maintain the dive team equipment and the tent trailer. HazMat has had a few fundraisers that have generated about \$1,000 a year. The committee discussed and approved increasing the funding to \$2,500 per year and renaming the line item in the budget from the HazMat line item to MABAS Reimbursement fund. Moore stated that MABAS has spent hundreds of thousands of dollars and now that the equipment is here we need to help pay for maintenance.
3. **2011 County Emergency Operations Plan -Approval:** Director Holmes reported that the EOP Plan is finished and is ready for Full Board approval. The committee approved the County Emergency Operations Plan as amended. **Motion by Moore, second by Gasparich to approve the 2011 County Emergency Operations Plan. All in favor, motion carried. (For copy of approval pages of EOP, see Resolution Book 11, pages 96-103).** Plunkett stated there were no major changes.
4. **2012 “Full Scale” Exercise -Update:** Montgomery County will have to have a “Full Scale” exercise. Holmes will be sending her request to the State sometime this month. It takes a year to plan and meet all criteria for State recognition.

#### **NEW BUSINESS:**

1. **Donations for Shelters -Update:** There is one business in Taylor Springs that will be donating cots and some blankets to use at the shelters, and this business also plans on challenging other businesses to do the same. The only thing Holmes promised was press coverage for their donation. Holmes stated that each of the shelters would have a place to store the items.

#### **FINANCE COMMITTEE REPORT: Given by Chairman George Blankenship as follows:**

1. **Sheriff/911 Dispatch Agreement with the City of Litchfield -Approval:** Undersheriff Robbins gave the committee an Intergovernmental Agreement with the City of Litchfield to review for the County Sheriff’s Office to do their Police Radio and Telephone Dispatch Services. Both the County and City of Litchfield has agreed with the contract language and the annual fee of \$125,000 plus \$10 for all calls over 12,000 total calls to Montgomery County 911 from the City of Litchfield Service Area for the contract year. The fees will be paid monthly. This one year agreement has been reviewed and approved by the State’s Attorney’s office. Robbins stated that this contract will start on July 1<sup>st</sup>, 2011. Andy Ritchie stated to the committee that their City Council will approve the contract on July 5<sup>th</sup> and it will be retroactive to July 1<sup>st</sup>, 2011. Blankenship reported that dispatch services from Monday – Friday from 8:00 a.m. to 5:00 p.m. will be handled by Litchfield. The contract is good for 1 year and will be reviewed each year. **Motion by Blankenship, second by Hertel to Approve the Intergovernmental Agreement with the City of Litchfield and Montgomery County for Police Radio and Telephone Services. All in favor, motion carried. (See Resolution Book 11, pages 104-106).**
2. **Sheriff Department Vehicle Replacement -Approval:** Undersheriff Robbins reported to the committee that the Ford Crown Victoria will not be manufactured any longer. Robbins is looking for a different vehicle that is a police interceptor utility vehicle and would like to replace the 12 Sheriff Department vehicles with 4 cars, 4 larger SUV’s and 4 police interceptor utility type vehicles. Robbins has been checking on costs for the police equipment to be transferred to the new vehicles. The committee suggested getting bids for 5 cars, 5 utilities,

and 2 larger SUV's and to bid multiple makes and models. Robbins will prepare the bid specs for multiple makes and models and present to the committee next month. Robbins also reported that insurance will pay \$12,475 for the squad car that was damaged in the hail storm. He wants to replace it with a full size SUV 4-wheel drive. This new vehicle would be approximately \$27,000 and there is money in this year's budget to purchase it this year and change over the equipment. This is an emergency situation so the vehicle replacement does not have to be bid out. Plunkett stated that we might as well get the more expensive SUV this year as the remaining vehicles will be purchased next year. Gasparich asked if the Sheriff's vehicles could be purchased over a period of 2-3 years so as not to spend it all upfront. Blankenship reminded members of past approval to purchase new vehicles all at once. Hertel stated we already have funding in the budget to buy 5 vehicles now and 7 next year. Gasparich asked whether all the vehicles need replaced, but he made it clear that he doesn't want the officers driving unsafe vehicles. Blankenship reported that the vehicles are already having maintenance issues. Plunkett also reminded members that the previous schedule was to replace all the Sheriff's vehicles in 3 years but the board asked them to replace the vehicles in the 4<sup>th</sup> year. **Motion by Blankenship, second by Graden to Replace the Damaged Squad Car with a Larger SUV out of This Year's Budget at a cost of \$27,000 less the Insurance Reimbursement of \$12,475 (a total cost of \$14,525). All in favor, motion carried.**

3. **Cost Study for County Fees -Update:** Blankenship reported that Maximus representative Bruce Cowans was present at the Finance Committee to address the committee regarding their services to provide a cost study to check the fees that are being charged in Montgomery County. Sandy Leitheiser shared a report and copies of the survey that was sent to all County offices. Sandy reported that she has also reached out to UCCI and IACBM to survey other County's officials to see what fees they are charging. George Blankenship told members he asked Beck and Hertel to meet with Leitheiser to go over the survey that was completed by the County offices.
4. **Microfilming and Destruction of Court Records -Approval:** Circuit Clerk Lemons shared information with the committee regarding costs to microfilm and digitize more court records. The proposal from HOV for \$43,658.21 will digitize 210 boxes of records and then destroy them; it is in the budget and comes out of the document storage fund. **Motion by Blankenship, second by Williams to Approve the Proposal from HOV to Microfilm and Digitize 210 Boxes of Court related Records for \$43,658.21 paid entirely from the Document Storage fund. All in favor, motion carried.**
5. **DEVNET Contract Expiration -Update:** Ron Jenkins reported to the committee that the 4-year contract with Devnet expires August 8<sup>th</sup>, 2011. The current contract is for \$35,000 a year plus \$645.00 each quarter for software maintenance. Jenkins stated that he can ask Devnet to come and meet with himself, Sandy and Ray so that they can present a 4-year contract cost for the next Finance committee.
6. **Draft of FY2012 Budget Levy Request – Truth and Taxation Hearing -Approval:** In order to catch up on the IMRF deficit and not borrow from the General Fund, the County Board needs to raise the requested tax levy more than 5% which requires a Truth & Taxation hearing. Blankenship stated it will probably run over the 105% so we need to schedule a hearing. **Motion by Blankenship, second by Kuchar to Approve a Truth & Taxation Hearing. All in favor, motion carried.**
7. **County Trustee Agent Contract Review -Approval:** The committee reviewed a letter from the State's Attorney office to serve notice to County Trustee Ballinger that the contract for his services will terminate in October 2011. Plunkett stated this follows the 120 day notice clause in the contract. **Motion by Blankenship, second by Beck to Approve a Letter that Terminates Services with County Trustee Ballinger as of October 2011. All in favor, motion carried.**
8. **IMRF Deficit Payback -Approval:** Blankenship reported that the County is in arrears of paying this fund. The committee discussed paying this deficit amount of \$350,000 so that we don't have to pay 7 ½% interest out of the General fund. The IMRF fund is tax that we levy

and is mandated by the State. Jenkins explained a change in IMRF law occurred in 2006 for the SLEP program that resulted in a \$97,000 deficit. An IMRF ECO person retired in 1999 and \$900,000 was pulled out of surplus and put into their fund to pay retirement. If another ECO person would retire it would cost more than \$900,000. Five people participate and three are board members. **Motion by Blankenship, second by Beck to Approve paying \$350,000 to the IMRF fund. All in favor, motion carried.**

9. **FY 2012 Budgets -Update:** The Budget Hearing Schedule has changed a little with 911 office going under the Sheriff Department's time schedule. The Hearing Schedule was included in Board packets. Dates are: Wednesday, July 27<sup>th</sup>, Friday, July 29<sup>th</sup>, and Monday, August 1<sup>st</sup> at 8:00 a.m.

**HWE COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:**

1. **Unity Election Software -Approval:** County Clerk Leitheiser reported to the committee that a draft of the new State Legislative district maps has been made public. She also presented a proposal regarding the purchase of Elections Unity Software in the amount of \$40,375.00. Leitheiser stated that she will apply for a HAVA Grant that would help pay \$38,427.00 towards this software purchase, with the balance of \$1,948.00 to be covered by the County's election budget. This software would allow the County to lay out and program our own ballots and tabulator cards instead of having this work by the Election Vendor. Election costs will be reduced as a result and a higher level of office control on the timeliness and accuracy of ballot layout and programming will be attained. After the first year, the annual Software Maintenance fee for the software would be \$8,750.00, which would still result in substantial long-term savings when compared to current vendor costs for the same service. The committee approved the Unity Election Software. **Motion by Durbin, second by Williams to Approve the Unity Election Software. All in favor, motion carried.**
2. **Recycling Program and Events:**
  - **Electronics Drive -Update:** Final total on the Electronics Drive was 78,264 lbs.
  - **FAYCO -Update:** We received our first shipment from FAYCO about 3 weeks ago.
  - **Budget -Update:** Lutz reported to the committee that there is a need to refine the way routes are done to make things more productive.
  - **Collections of Plastics and Aluminum at Sporting Events -Update:** Durbin reported that Lutz would like to look at buying containers for the schools and ball fields around the County. Currently, none of the sporting events are being serviced by recycling. This would entail scheduling pick-ups and money for around 60 containers.
3. **Property & Casualty Liability Insurance -Update:** Consultant Tom Couch addressed the committee with a draft of the bid specs for bidding out the Property and Casualty Liability Insurance. The Timeline to advertise for Bids is as follows: Advertise in June. Release bid packets on July 1. Bid return deadline is 6 weeks from Release on August 15<sup>th</sup>, and then Mr. Couch would review the returned bids and advise and recommend to HWE committee and Full Board for the September meetings. Full Board would review for 1 month and award the bid at the October Full Board meeting. The Historical Courthouse will be disclosed in the bid specs as being listed on the National Historical Register.
4. **EPA Report -Update:** Durbin reported that a few paperwork procedures have been changed with submitting reports to IEPA. Instead of 2 reports being mailed, Gonet now sends the reports electronically which saves paper, ink, envelopes and postage. Gonet is having the State's Attorney office look into the possibility of the county issuing citations with a fine for open dump repeat offenders. IEPA stated it would be ok with them if we implemented a citation program.
5. **Delegation Agreement between the IEPA and Montgomery County -Approval:** Bill Gonet presented to the committee the Delegation Agreement between the IEPA and Montgomery County. The State's Attorney office has reviewed and approved. This is a 5 year renewal agreement. The committee approved and recommends to the Full Board. Plunkett stated that the grant is relatively stable and since we have a landfill in the County it is good to have an

inspector. **Motion by Durbin, second by Miles to Approve the Delegation Agreement between the IEPA and Montgomery County. All in favor, motion carried. (See Resolution Book 11, pages 107-118).**

**6. Animal Control Facility and Program:**

- **Animal Control Intake Summary -Update:** Total Intake for May = 43 animals. There were 10 animals claimed, 10 were adopted, 23 were transported to rescues and 1 was euthanized. The total outgoing animals were 44. There was a daily average of 27 animals at the facility in May and 125 volunteer hours were logged. Currently the facility is overloaded with cats and kittens. Due to the economy and people not wanting to pay the owner relinquish fee, there are more animals being dumped.
- **Revenues & Expenses -Update:** Revenues are about in target, except for the Municipality reimbursement. PAWS has been paying for parvo shots for the dogs over 1 year of age and Heartworm tests. Richardson will do a microchip clinic 1 hour before a PAWS fundraising event on Saturday, June 25th, 2011.

**PERSONNEL COMMITTEE REPORT: Given by Chairman Sharon Kuchar as follows:**

1. **Consociate Dansig – Patient Protection Act & Affordable Care Act -Approval:** Steve Spinner & Travis Schmidt reported to the committee that they negotiated with the carrier so there would be no laser. Administrative fees were shifted so there would be less governmental taxes on the premiums. The reinsurance proposal was presented to the committee. Travis explained the Health Care Reform Act policies to our current Employee Insurance plan. An unlimited lifetime maximum will now be on the plan. The specific lifetime maximum went from \$2 Million to unlimited. Employee premiums between now and 2014 can't be increased by more than 5% total, unless the contribution level is a percentage of the total premium. The program is now set up as a formula based employee contribution. In 2014, the Health Care Reform will allow preexisting condition patients to get insurance. Physical, Occupational and Speech Therapy needs to be addressed. We may need to put a limit on visits. The committee approved a 30 visit limit per year on Physical, Occupational and Speech Therapy. Notices will go out to employees regarding plan amendments and the fact that our plan is grandfathered in due to the Health Care Reform Act. Deabenderfer asked if we have had an issue with employees who have gone more than 30 visits, and Plunkett replied this limit is put on due to the change in the Health Care reform and the limit can be lifted on a per case basis. **Motion by Kuchar, second by Hertel to approve a 30 Visit Limit per Year on Physical, Occupational and Speech Therapy. All in favor, motion carried.**
2. **Aflac Insurance -Approval:** Scott Ingram combined their individual policies with group policies. If an employee wants coverage, it will be payroll deducted. Aflac Headquarters agree if the County sends a letter, the County can get out of the contract. The committee reviewed and recommends the Aflac contract that will allow employees to participate in the Aflac group insurance coverage. **Motion by Kuchar, second by Bathurst to Approve the Aflac Contract that will allow Group Insurance Coverage. All in favor, motion carried.**
3. **Annual Prevailing Wage Ordinance #2011-10 -Approval:** The committee reviewed and recommends the approval of the 2011 Ordinance establishing the prevailing wage rates. **Motion by Kuchar, second by Durbin to Approve the Prevailing Wage Ordinance. All in favor, motion carried. (See Resolution Book 11, pages 119-127).**
4. **Employee Personnel Manual -Update:** The committee discussed putting dates on Employee Manual items as they are changed. Items not changed could have the last date a policy was revised, which will show the history as items are revised. The revision date will go under the Sub Titles. The committee reviewed the first few pages of the employee manual and Mary Bathurst will draft the language for the State's Attorney's office to review. Kuchar stated Bathurst will report her review changes at the next committee meeting. Plunkett stated Bathurst has completed the draft.

**ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Bonnie Branum as follows:**

- 1. Red Ball Trail Project -Update:** Reported last month was one bid received and it was not accepted due to it being 25% over the Engineering estimates. Engineer Smith stated this project is still ongoing.
- 2. Amended Resolution #2011-08, 1057 B-CA 9<sup>th</sup> Avenue, Fillmore Road District, to replace Resolution #05-08 -Approval:** This BCA project in Fillmore Township was approved in March 2008 for \$5,000 and came in more expensive with an overall cost of \$6,576.98. This amended resolution is for the difference of \$1,576.98, and the project is now complete. This is a 50%/50% project with the County's Portion at \$3,288.49. The committee approved the Amended Resolution #2011-08, 1057 B-CA 9<sup>th</sup> Avenue, Fillmore Road District, to replace Resolution #05-08. **Motion by Branum, second by Bishop to Approve the Amended Resolution #2011-08, 1057 B-CA 9<sup>th</sup> Avenue, Fillmore Road District, to replace Resolution #05-08. Total Cost is \$6,576.98. County's Portion is \$3,288.49. All in favor, motion carried. (See Resolution Book 11, pages 128-129).**
- 3. T11-0056, Savatran Petition -Update:** Branum reported that there was a meeting in Springfield regarding an ICC hearing for the Savatran Petition for the rail line that the coal company is constructing. The rail line is not crossing any county roads, and Engineer Smith will give a written response for the hearing stating that this doesn't affect any County roads. Smith stated the County has no acceptance or objection to this petition because we have no jurisdiction on any roads affected by this new rail line.

**APPROVAL OF 8 COMMITTEE REPORTS & MINUTES: Motion by Hitchings, second by Durbin to approve the 8 committee reports and minutes. All in favor, motion carried.**

**APPOINTMENTS: Motion by Moore, second by Bone to Approve the Reappointments of William Harpole, Lyle R. James and Kent Aumann to the Board of Review for the 2011 and 2012 Sessions. All in favor, motion carried.**

**PAY BILLS:**

- 1. Approval to Pay Any Invoices from Adams, PCC and Books & Moore: Motion by Hitchings, second by Bathurst to pay any invoices for Adams, PC and Books & Moore. **Voice Vote: In favor – 20, Against – 0, Absent – 0, Abstain -1 (Moore). Motion carried.****
- 2. Motion by Blankenship, second by Miles to pay all other approved bills. All in favor, motion carried.** For itemized listing of bills paid, refer to Accounts Payable Book for FY 2011.

**ADJOURN: Until the Full Board Meeting on Tuesday, July 12<sup>th</sup>, 2011 at 8:30 a.m. in the County Board Room, Historic Courthouse, Hillsboro, Illinois.**

**Motion by Branum, second by Hitchings to adjourn the Full Board Meeting. All in favor, motion carried.**

Meeting adjourned at 10:15 a.m.

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



**Montgomery County Board  
Minutes**

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**For Tuesday, July 12<sup>th</sup>, 2011 – 8:30 AM**

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, July 12<sup>th</sup>, 2011 in the County Board Chambers of the Historic Courthouse, Hillsboro, Illinois. **The meeting was called to order by County Board Chairman Mike Plunkett at 8:30 AM.**

**Roll call was taken. 18 members present, 3 members absent.**

**Members Present:** Mary Bathurst, Connie Beck, George Blankenship, Terry Bone, Bonnie Branum, Ronald Deabenderfer, Robert Durbin, Joe Gasparich, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Sharon Kuchar, Scott Merano, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel.

**Members Absent:** Nikki Bishop, Frank Komor, Dennis Williams

**Pledge of Allegiance to the flag was given.**

**Mileage and Per Diem Approval:**

**Motion by Kuchar, second by Graden to approve the mileage and per diem. All in favor, motion carried.**

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

**Motion by Hertel, second by Gasparich to approve the Minutes of the Previously Adjourned County Board Meeting held on Tuesday, June 14<sup>th</sup>, 2011. All in favor, motion carried.**

**CONSENT AGENDA:**

1. **Chief Assessment Officer's Report** – Ray Durston was present for questions.
2. **Circuit Clerk's Report** – Holly Lemons was present for questions. Hertel asked about the total collections from fines and fees, and Lemons stated that collections from fines and fees are down significantly from last year.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions.
4. **County Treasurer's Report** – was submitted.
5. **G.I.S. Coordinator's Report** – was submitted.
6. **Health Department Report** – Hugh Satterlee was present for questions.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – was submitted.
10. **T.B. Department Report** – Sally Adams was present for questions.
11. **V.A.C. Report** – Dave Strowmatt was present for questions.

**APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA: Motion by Merano, second by Branum to approve the 11 items on the Consent Agenda. All in favor, motion carried.**

**COMMITTEE REPORTS:**

**COORDINATING COMMITTEE REPORT: Given by Chairman Mike Plunkett as follows:**

1. **Coal Mine Progress -Update:** Patton Mining Human Resources Director Dean Lee gave a power-point presentation on the Coal Mine progress. **(See Resolution Book 11, p. 130-158).** The Board was shown aerial and underground photos of the mine site and Lee informed them he has been working for Patton Mining for 2 ½ years and has previous experience in Education and Public Relations. He named the Management Team for Patton Mining, stated the parent company, Foresight Energy, has 4 operations in Illinois and the Hillsboro Mine will be the #1 producing mine per man hour in the United States. The prep plant with 2 processing units will each process 1,000 tons of coal per hour, and one unit is currently running with 150,000 to 200,000 tons of clean coal on the ground right now. A rail loop is in the process of being built, which will be owned by Hillsboro Energy. Lee also stated that Deer Run mine has the #1 safety record with 342 days without a single loss-time accident, that safety is stressed each day, and Hillsboro has the lowest citation record of all 4 operations. Lee stated that currently they

employ 89 employees, and Deabenderfer asked about a projected employee figure and Lee replied approximately 170 will be employed. Gasparich asked if Lee could coordinate County Emergency Response with EMA since they will be using our resources in emergencies, and Lee stated they have their own Emergency Operations Plan but will coordinate with County EMA on best practices. He also stated they require an EMT on each shift and currently have 5-6 total EMT's. Hertel asked if there was a market in Illinois for the coal that Hillsboro produces, and Lee responded no, not at this time. Ameren currently uses Powder River Basin coal from Montana and Wyoming, and fifty percent of Foresight's coal is exported overseas with the remainder sent to Ohio, West Virginia, South Carolina and Florida. Lee reported that their corporate office will be relocating to St. Louis from Florida, and let the County Board know he has felt welcome here after 2 ½ years and he will be sending an invitation to the County Board for an Open House and Coal Mine Site Tour in September. Plunkett also stated the Economic Development committee is currently planning a tour of the mine. A complete presentation of photos and information will be posted on the Montgomery County website at [www.montgomeryco.com](http://www.montgomeryco.com).

**BUILDING AND GROUNDS COMMITTEE REPORT: Given by Chairman Terry Bone as follows:**

- 1. Historic Courthouse Renovations -Approval:** Brent Lance of Hurst-Rosche Engineers reported that he has reviewed the bids that were received last month for the Historic Courthouse renovation. The lowest bid received was \$274,000 over budget and he has been trying to identify where these additional costs are. Lance verbally listed the following costs from the lowest bidder:

Mechanical/HVAC - \$270,000. **Estimate was \$200,000.**

Electrical - \$200,000. **Estimate was \$100,000.**

Plumbing - \$15,000

Elevator - under our \$200,000 estimate

Raising floor - \$20,000.

Exterior Stairs - \$75,000

Asbestos Abatement - \$12,000

Furniture - \$13,000

Ramp in front - \$10,000. Was not included in bids.

Corridor to Stair tower - less than \$10,000

2<sup>nd</sup> Floor Renovations - less than \$100,000 as planned

Lance explained that material prices are up 7.1 % which accounts for \$26,000, and copper prices are up 14.3%, which impacts electrical and plumbing costs, and fuel prices are up 41.6%. Cuts will need to be made in Mechanical of \$50,000 - \$70,000 and Electrical work of \$100,000. Lance stated we need to spend \$187,500 in order to get \$142,000 in Energy grant money which expires March 31, 2012. Lance reported that Mike Cavanaugh of West Central Planning stated it was acceptable to reduce the scope of the project and Cavanaugh can extend the Energy grant, but we need to purchase the air conditioning units that will be replaced so an invoice can be sent to West Central Development to be eligible to receive the grant funds they are holding. The sooner the money is spent the sooner West Central Development can apply for other grant monies for other units of government. Lance reported the Elevator grant totaling \$100,000 expires September 30<sup>th</sup>, 2011 but 1 year extension can be requested. Lance stated we could save a total of \$37,000 in various items (lift, plaster work and repairs if paneling is kept, millwork, leaving asbestos under floor). Lance stated the county can save on HVAC work, the basement and 1<sup>st</sup> floor units can remain as is, and on the 2<sup>nd</sup> floor the county could retain the radiators and cut the heating coil system. The 2<sup>nd</sup> and 3<sup>rd</sup> floor Air conditioning does need replaced, and Lance reported originally the plan was to upgrade the distribution system but to save money Electrical work could be upgraded only on the second floor renovation and elevator area. We could reduce the electrical work in half and save \$100,000, however in five years prices will go up and this will cost \$154,000. Lance stated with all these

cost cuts equaling \$212,000, we are still \$62,000 short. We can get the price down to \$725,000 but a lot would need to be cut out of the project. The County can repackage the bids and put it out next week and receive them back Thursday, August 4<sup>th</sup> to be opened at B&G Committee meeting on Friday, August 5<sup>th</sup>. Hertel asked if there will be a pre-bid meeting since the scope of the project has changed. Lance replied yes, there will be a short meeting for review, but he will not make it mandatory for those who were there the first time. Hertel thought the contractors may be uncertain about wall thickness, and Lance stated he did underestimate the contractors concerns about going through thick walls because contractors react to unknowns by adding to their bid totals. **Motion by Bone, second by Hitchings to Reject the Four Bids from Last Month for the Historic Courthouse Renovations. All in favor, motion carried.** Deabenderfer asked Lance if we were rebidding the project and Lance replied affirmatively. **Motion by Bone, second by Beck to Rebid the Historic Courthouse Renovations Project with Mechanical Cuts of \$50,000 to \$70,000 and Electrical Cuts of \$100,000. All in favor, motion carried.**

**2. Maintenance Issues and Report:**

- **Brick Repairs -Update:** Bone reported that the bricks on the front of the Historic Courthouse have been replaced.
- **Tuck-Pointing Estimates -Update:** Bone reported that the committee discussed a couple of estimates for brick and tuck-pointing work for the Historic Courthouse. The committee approved to allocate money in FY2012 budget for tuck-pointing and brick repair for the Historic Courthouse.

**3. 141 No. Main St. -Update:** Bone reported that the Title Search is complete, and the Highway Department will be contacted to put down rock for a parking lot after the closing date.

**ECONOMIC DEVELOPMENT COMMITTEE REPORT: Given by Vice Chairman Jarod Hitchings as follows:**

- 1. County Comprehensive Plan -Update:** Hitchings stated that the July Comprehensive Planning meeting has been cancelled, and the committee will meet again in August or September. Pat Curry's last day was June 30<sup>th</sup>, 2011. Amanda Cole reported to the committee that she has contacted her supervisor to schedule a meeting to determine how much of the Comprehensive Plan still needs to be completed by the U of I Extension, and the Planning committee estimates that about 40% of the written plan still needs to be completed. Amanda Cole also reported that the GIS data portion of the contract has been met per GIS Coordinator Mary Purcell.
- 2. MCEDC Executive Director Heather Hampton+Knodle -Update:** Hitchings reported from Amanda Cole that as of July 22<sup>nd</sup>, 2011, Heather Hampton+Knodle announced her resignation as Executive Director of Montgomery County Economic Development Corporation. A MCEDC sub-committee consisting of Mike Plunkett, Andy Ritchie, Terri Miller and Cheryl Welge will start the search to fill the vacancy, and Hampton+Knodle has made a sample job description. An officer's meeting is scheduled for July 7<sup>th</sup> to go over the transition, and Megan Beeler will still be doing the EDGE (Business Retention) program. The position will be filled by October 1<sup>st</sup>, 2011 and will be a 20 hour part-time position.
- 3. Caretaker Lease Agreement with NAGS for Butler Rail Trail -Update:** Hitchings stated the committee will review the contract with Natural Area Guardian Service (NAGS) prepared by Assistant State's Attorney Betsy Wilson. A copy was also given to NAGS representative Mark Joy for his review.
- 4. Proposal to Oil & Chip the Green Diamond Bike Trail -Update:** Hitchings stated the committee reviewed the proposal from Louis Marsch to oil and chip the 4 miles of Green Diamond Bike Trail in the amount of \$19,420. Coordinator Daniels will contact Highway Engineer Kevin Smith to check on different options for re-surfacing the Bike Trail at a lower cost.

**EMA/AMBULANCE COMMITTEE REPORT: Given by Chairman Jim Moore as follows:**

**Ambulance Call Reports:**

A summary of monthly operations for **June 2011** will be given at next month's Board meeting.

**AMBULANCE REPORT:**

1. **Collections -Update:** Total Collections for **June** are **\$116,832.52** (Old System \$785.00, New System \$116,047.52).
2. **Midwest Collections -Update:** A representative was here on June 21<sup>st</sup>, 2011, and Director Holmes reported to the committee that there is no contract with Midwest Collections or Pinnacle. Pinnacle has some active accounts to collect, however they have not sent the County funds for a few months. The County is continuing the Small Claims program through the State's Attorney's office.

**EMA:**

1. **Regional Meeting -Update:** The Regional Meeting was held on June 26<sup>th</sup>, 2011. Moore informed the Board that FEMA would like every county to do an exercise four times a year, with a full scale exercise once a year. Moore stated right now we have a full scale exercise once every three years.
2. **Ameren -Update:** Moore stated that at this time Ameren is not able to donate towards generators for the shelters.
3. **Donations -Update:** Orville and Stella Stokes of Big O's Computer Service will be donating 5 cots and several blankets for shelter use. Freight for the items from South Carolina will also be paid for by the Stokes family.
4. **Generators -Update:** Moore reported that Holmes will be working with Mike Cavanaugh of West Central Development to see if there is any grant money for generators, blankets and food. Holmes is getting the paperwork together for this Emergency Preparedness grant, and will list everything on the wish list.
5. **County Emergency Operations Plan -Update:** Moore notified Board members that the EOP approved last month has now been approved by the State, and is good until 2013.

**NEW BUSINESS:**

1. **Incident Management Team -Update:** Moore stated guidelines are written and ready for approval, which the committee will review and approve next month.

**FINANCE COMMITTEE REPORT: Given by Chairman George Blankenship as follows:**

1. **SOA Report -Update:** Blankenship stated the report is included in board packet.
2. **GIS Report -Update:** Blankenship stated the report is included in board packet.
3. **Revolving Loan Fund -Update:** Blankenship reported that Ron Deabenderfer presented the monthly Revolving Loan Fund accounts for the committee to review.
4. **Internet -Approval:** Blankenship reported that Purcell talked with Judge Long and they decided to do a 2 year contract with Consolidated for internet services and the \$5,016 fee each year would be paid from the Court fund. Plunkett stated this is fund generated by court fees. **Motion by Blankenship, second by Moore to Approve a 2 Year Contract with Consolidated Communications for \$5,016 per year for the additional Internet Bandwidth to be paid for out of the Court Fund #305. All in favor, motion carried.**
5. **Sheriff Department Vehicle Replacement -Update:** Chairman Blankenship explained that Under Sheriff Rick Robbins informed the committee that the hail damaged vehicle was totaled and replaced with a Crown Victoria. Blankenship stated we will get 3 or 4 more Crown Vics if available and whatever is on the lot is what we have to take. The committee approved for Undersheriff Robbins to advertise for bids for the New Sheriff Department cars and the bids will be opened at the next Finance Committee meeting. Gasparich asked if he could get a list of the Sheriff vehicles that are being traded, and Blankenship said he would do so. Gasparich believes we should give the municipalities a chance to purchase the vehicles first before

trading them in, and Hertel said it would be up to the State's Attorney to decide if this could be done under the law.

6. **Devnet Contract -Update:** Blankenship reported that Ron Jenkins, Sandy Leitheiser and Ray Durston met to talk about the Devnet Contract and they are happy with the Devnet software and services and would like to renew the contract. Contract details will be available next month.
7. **Voiding of Tax Bills for Year 2010 -Approval:** The committee reviewed the list of delinquent properties that need the 2010 Tax bills voided due to County Trustee status. Blankenship reported this list totals \$9,948.74 for about 90 parcels. Plunkett stated that these are the parcels that the County trustee has on the County's behalf and we would be responsible for the taxes if we didn't void them. **Motion by Blankenship, second by Beck to Void the List of Tax Year 2010 Tax Bills. All in favor, motion carried. (See Resolution Book 11, pages 159-162).**
8. **IRS Mileage Reimbursement Rate -Approval:** The committee discussed the State of Illinois IRS mileage reimbursement rate going from 51 cents to 55.5 cents per mile effective July 1, 2011. **Motion by Blankenship, second by Hitchings to Approve Increasing the County Mileage Reimbursement Rate from 50 cents to 55 cents per mile Effective July 13<sup>th</sup>, 2011. All in favor, motion carried.**
9. **ROE Quarterly Report -Approval:** Blankenship introduced newly elected Regional Superintendent of Schools Tom Campbell to the Board, and Campbell addressed the Board and stated before retiring last July he served as an administrator in the Taylorville school system for 33 years. He reported that Governor Quinn recently cut State budget funding for Regional Office of Education Superintendent and Assistant Superintendent Salaries and Educational Services. Campbell said that while attending annual training, the Superintendents decided they would work and continue services even if they don't get paid. He reported that after attending a meeting with members of the ROE Superintendent Association and the budget director of the Governor's office, it appears that there is some plan in place to pay Superintendents until the fall Veto Sessions in October at which time funding changes could be discussed. Deabenderfer asked if the State sets the Superintendent salaries and if they might pass responsibility to local areas. Campbell replied affirmatively and stated the Governor may want local governments to pay for salaries but this would require a change in law to do this. Campbell also reported that it was his intention to operate both the Hillsboro and Taylorville ROE offices as both counties have need for local representation. His main office will be at the Taylorville office, but he will be able to access files in any location. He plans to be mobile and will be personally performing inspections of schools. The committee reviewed the Quarterly Report for Regional Office of Education. **Motion by Blankenship, second by Graden to Approve the ROE Quarterly Report. All in favor, motion carried.** Blankenship reported that the ROE has paid the loan in full the County Board authorized earlier this year.
10. **FY2012 Budgets -Update:** Blankenship reported that FY2012 Budget Hearings will be held on July 27<sup>th</sup>, 29<sup>th</sup>, and August 1<sup>st</sup>, 2011. Per Ron Jenkins, the FY2012 budget paperwork is ready for committee members to review.

**HWE COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:**

1. **Elections -Update:** Durbin reported that County Clerk Sandy Leitheiser stated the contract to purchase the UNITY software was signed and mailed, and Chairman Plunkett signed the Election Grant Agreement for reimbursement for the majority of this purchase. Leitheiser shared a map showing the new State Senate and House Districts, as well as the new US Congressional District, and said that last month's County Board District changes have been reported to the affected voters in that territory. For the next election cycle in the March and November 2012 Elections, Montgomery County will be in the Illinois 95<sup>th</sup> State Representative District, the Illinois 48<sup>th</sup> Senate District and the US 13<sup>th</sup> Congressional District.

## **2. Recycling Program and Events:**

- **FAYCO -Update:** Durbin reported that Lutz stated that a couple more shipments from FAYCO were received and things are going fine. Fayco processed four gaylords of hardback books that were received from Litchfield High School by removing covers.
- **Office Building -Update:** Durbin stated that Lutz prepared a Request for Bids to be advertised in the newspaper and have it approved by Asst. State's Attorney Wilson. The committee discussed putting the new office building right next to the current warehouse or to build it out a little bit. The committee approved to advertise for bids for the recycling office and will be out this week. Durbin reported the office building will be 26' x 16' and we are not required to have an architect to draw up the specs per State's Attorney Matoush.

**3. EPA Report -Update:** Durbin stated that EPA Inspector Bill Gonet has been working on a tire collection strictly for the townships and municipalities. Gonet also shared quarterly reports for open dumping and landfill inspections with the committee. Gonet also stated that he talked to State's Attorney Matoush about a County-wide ordinance to be able to write tickets for open dumping. Durbin reported that Christian County tried this procedure but the project was unsuccessful so we will keep things as they are. Moore asked about Gonet's current process. Durbin explained that Gonet may go on the sight several times to talk to people to clean up their property and he also reports to the State's Attorney and the State of Illinois if they don't comply. Moore stated that the advantage of having an ordinance would be fines are collected upfront and people coming to Gonet's office instead of Gonet having to go out on the site all the time.

## **4. Animal Control Facility and Program:**

- **Animal Control Intake Summary -Update:** Durbin reported intake of animals for the month of June was 48, with 31 animals sent to rescue, 6 claimed, 7 adopted, and 4 animals euthanized. The average daily animals at the facility totaled 32 animals. Volunteer hours totaled 115 for the month of June and \$225.00 was received for donations. The euthanasia rate is about 6%, and material donations have been coming in as well.
- **Revenues & Expenses -Update:** Durbin stated the committee reviewed the total revenues and expenses through the month of June. Revenue year to date is \$31,871 and expenses are \$34,590.
- **Used 4-Wheel Drive Vehicle -Update:** Durbin stated the committee discussed getting a used 4-wheel drive vehicle from the Sheriff's fleet that will be traded in later this year when they order new vehicles.

**5. Property & Casualty Liability Insurance -Update:** Durbin stated the committee discussed there were eight Insurance companies that sent in an Intent to Bid for the Property and Casualty Liability and Worker's Compensation Insurance. Durbin reported that August 15<sup>th</sup>, 2011 is the deadline to return the Insurance bids.

## **PERSONNEL COMMITTEE REPORT: Given by Chairman Sharon Kuchar as follows:**

**1. Employee Personnel Manual -Update:** Kuchar stated the Committee is continuing their review of the Employee Personnel Manual. The Committee discussed that all employees should have someone to report to and thought it would be good to have a uniform Employee Evaluation process. Committee members questioned whether a personnel file was kept on appointed officials. The committee also discussed that Department heads should be hired by the Personnel Committee and the Committee that oversees that particular department. The Department heads would then do the hiring for positions within their department. The committee also discussed a uniform employee evaluation process, and approved the revised

“Appointments and Hiring” section of the Employee Personnel Manual for Full Board review for 1 month until the August Board meeting. Each board member had a copy on their desk to review. Kuchar read the revision as follows:

### **APPOINTMENTS AND HIRING**

**The County Board shall hire all County Supervisors and Department Heads except Elected Officials and appointments otherwise stipulated by law.**

**The date a new employee is hired will be pro-rated to coincide with the first day of the subsequent fiscal year.**

**Elected officials and Department Heads are encouraged to consult with either the Personnel Committee or their oversight committee before filling any vacancy.**

**The Personnel Committee may assist in recruiting qualified personnel for all vacant positions approved in the department’s operating budget if requested by the Elected Official or Department Head.**

**Nepotism is discouraged. To avoid a conflict of interest or the appearance of a conflict of interest between any employee and the County, no immediate family member or other relative will be employed in a position in which one relative would directly supervise or have the authority to make decisions directly affecting the employment of the other. Additionally, Elected Officials are requested not to hire any immediate family member or other relative in his or her Department.**

**Applicants shall be considered on the basis of qualification without regard to age, sex, race, color, creed, religion, national origin, marital status, sexual orientation, political affiliation, handicap or veteran’s status, except where such may be a bona fide occupational qualification necessary for job performance.**

**(Revised June 2011)**

Deabenderfer asked if there were changes to the current policies, and Kuchar replied the changes mostly involve rewording. Chairman Plunkett reminded members of their vote to see individual changes to the Personnel Manual as the committee discusses them. Bathurst stated that County Board members will only see sections of the Personnel Manual where changes will be made, not every section of the Personnel Manual both changed and unchanged.

### **ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Bonnie Branum as follows:**

- 1. Irving-Coffeen Blade Mix -Update:** Branum stated that the 1.5 mile Irving-Coffeen Blade mix project started July 6<sup>th</sup>, 2011.
- 2. Black Diamond Blade Mix -Update:** Engineer Smith reported that the 1.5 mile Black Diamond blade mixing project is delayed due to rain and will start later this week.
- 3. South of Kinks Korner County Road Repair -Update:** Branum stated that the road repairs south of Kinks Korner will start the third or fourth week of July, weather permitting. Smith stated that the Patton Mining Company is paying for the materials.
- 4. 2011 Seal Coating -Update:** Branum stated that seal coating will begin approximately on August 1<sup>st</sup> after the blade mixing projects are completed. He also stated that 31 miles of County roads are scheduled to be seal coated this year.
- 5. Striped Roads -Update:** Branum stated that striping paint has been very scarce and there was a waiting list last year to get paint. There are about 24 miles of seal coated roads that were previously striped. A conservative cost to have someone else paint the stripes on County roads would be \$1,200 per mile. It would cost about \$28,000 to \$30,000 to stripe the 24 miles of seal coated roads. The committee discussed purchasing the striping paint and having the County stripe the roads. Engineer Smith will get some figures together for the County to stripe the roads and report next month.

- 6. Walton Park Bridge Project -Update:** Branum stated that the Walton Park Bridge construction crews have installed the bridge deck, and the project is close to completion. With the additional federal funding, neither the County nor Litchfield will have to pay additional funds towards the project. We did not receive any IKE grant funding.
- 7. Coffeen/Irving Road Completion:** Bone complimented the Highway Department forces for their fine work on the Coffeen/Irving road.

**APPROVAL OF 8 COMMITTEE REPORTS & MINUTES:** Motion by Durbin, second by Wendel to approve the 8 committee reports and minutes. All in favor, motion carried.

**ANNOUNCEMENTS:** Chairman Plunkett asked for a show of hands for Heather Hampton+Knodle on how many Board members would be interested in a tour of the Deer Run Coal Mine, and most Board members raised their hands. Plunkett instructed Coordinator Daniels to advise Patton Mining that 15-20 people will be attending.

Chairman Plunkett announced that Lyn Fugate invited Board members to an open house at the Senior Center in Taylor Springs on July 22<sup>nd</sup>, 2011 from 2:00 pm to 4:00 pm. Refreshments will be served.

Hertel thanked Coordinator Daniels for sending out the Committee minutes in advance to members via email.

Gasparich thanked the Probation Office's Community Service workers for their assistance with a recent City of Nokomis Project.

**SCHEDULE CHANGES:** Chairman Plunkett reminded members that Budget Hearing Dates were given in the Finance Committee Report.

**PAY BILLS:**

- 1. Approval to Pay Any Invoices from Adams, PC and Books & Moore:** Motion by Miles, second by Bathurst to pay any invoices for Adams, PC and Books & Moore. Voice Vote: In favor – 17, Against – 0, Absent – 3, Abstain -1 (Moore). Motion carried.
- 2. Motion by Bone, second by Wendel to pay all other approved bills.** All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2011.

**ADJOURN:** Until the Full Board Meeting on Tuesday, August 9<sup>th</sup>, 2011 at 8:30 a.m. in the County Board Room, Historic Courthouse, Hillsboro, Illinois.

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

Meeting adjourned at 10:10 a.m.

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



**Montgomery County Board  
Minutes**

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**For Tuesday, August 9<sup>th</sup>, 2011 – 8:30 AM**

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, August 9<sup>th</sup>, 2011 in the County Board Chambers of the Historic Courthouse, Hillsboro, Illinois.

**The meeting was called to order by County Board Chairman Mike Plunkett at 8:30 AM.**

**Roll call was taken. 18 members present, 3 members absent.**

**Members Present:** Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Ronald Deabenderfer, Robert Durbin, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Sharon Kuchar, Scott Merano, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams.

**Members Absent:** Bonnie Branum, Joe Gasparich, Frank Komor

Chairman Plunkett informed the Board of Bonnie Branum's wife Gloria's recent passing, and stated that the funeral visitation is this evening, August 9<sup>th</sup> at Miller Funeral Home in Vandalia and funeral services will be tomorrow, August 10<sup>th</sup> also at the Funeral Home.

**Pledge of Allegiance to the flag was given.**

**Mileage and Per Diem Approval:**

**Motion by Wendel, second by Bishop to approve the mileage and per diem. All in favor, motion carried.**

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

**Motion by Kuchar, second by Miles to approve the Minutes of the Previously Adjourned County Board Meeting held on Tuesday, July 12<sup>th</sup>, 2011. All in favor, motion carried.**

**CONSENT AGENDA:**

1. **Chief Assessment Officer's Report** – Ray Durston was present for questions.
2. **Circuit Clerk's Report** – Holly Lemons was present for questions.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions and mentioned that she is waiting on Candidate Guide Manuals from the IL State Board of Elections to include in Candidate packets. Once available, she will have Candidate packets available at next month's meeting.
4. **County Treasurer's Report** – was submitted.
5. **G.I.S. Coordinator's Report** – was submitted.
6. **Health Department Report** – Financial Officer Jodi Perkins was present for questions.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – was submitted.
10. **T.B. Department Report** – Sally Adams was present for questions.
11. **V.A.C. Report** – Dave Strowmatt was present for questions.

**APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA: Motion by Bathurst, second by Hitchings to approve the 11 items on the Consent Agenda. All in favor, motion carried.**

**COMMITTEE REPORTS:**

**COORDINATING COMMITTEE REPORT:** Chairman Mike Plunkett stated all action from the Coordinating Committee will be made within the other committee reports.

**BUILDING AND GROUNDS COMMITTEE REPORT: Given by Chairman Terry Bone as follows:**

- 1. ADA Compliance at Courthouse Complex -Update:** Bone stated that Circuit Clerk Lemons reported there are a few issues at the Courthouse Complex to address for ADA Compliance. The counter heights in many of the offices need to be lowered, the ADA Parking sign needs to be changed to read the minimum fine of \$250, the entry threshold is over ¼” higher than it should be, the Jury box has a step up and can’t fit a wheelchair, and there is not room to maneuver a wheelchair in the Jury room. Lemons will work with Lloyd Meyer to get some of these issues resolved and the committee will look at getting the counters lowered to be ADA compliant.
- 2. Historic Courthouse Renovations Bid Opening -Approval:** Bone informed members that Brent Lance from Hurst-Rosche Engineers stated that there were three bids opened for the Historic Courthouse Renovations. Korte & Luitjohan Construction submitted a base bid of \$836,900 and Alternate #1 bid in the amount of \$52,500, Bruce Unterbrink Construction submitted a base bid of \$864,444 and Alternate #1 bid in the amount of \$44,963, and Jun Construction’s bid came in at \$911,000 for the base bid and \$46,800 for Alternate #1 bid. Alternate Bid #1 is for the Renovation work on the second floor on the east side of the Board Room which includes all finishes and flooring. Lance also stated that the bid documents were changed to reflect a \$100,000 reduction in electrical work and \$100,000 to \$150,000 reduction in work for the HVAC. Lance stated that the electric issues in part of the building will be addressed, the fire alarm system is still included in the project and that if anything else were taken out, the project is not worth doing. The DCEO grant for the elevator and the Energy grant will still apply. Lance added a 10% contingency amount for change orders. The committee discussed doing the alternate bid work while the elevator is down. If the project is approved at the full board meeting, construction could start in October. Information will need to be given to the public regarding the construction issues and how the offices in the Historic Courthouse will be able to assist the customers during this 6 month renovation. County Clerk Leitheiser reported that Absentee/Early voting will be from February 9<sup>th</sup> – March 19<sup>th</sup>, 2012. The Contractor will have 180 days or 6 months to complete the project once the “Notice to Proceed” documents are signed, so the project should be done in March 2012. The committee recommends the bid with Korte & Luitjohan Contractors in the amount of \$836,900 and Alternate #1 bid in the amount of \$52,500. Bone then deferred to Hurst Rosche Architect Brent Lance who explained the Alternate #1 bid work behind the Board room. Lance reported a correction that the bid documents were changed to reflect a \$50,000 reduction in work for the HVAC. He also reported that with Alternate #1 bid, the offices behind the Board room will have paneling removed, plaster repaired and skim coated, trim work repaired, doors refinished, and stairway carpeted and will check on ceiling tiles since these have already been replaced. He stated that all three bid amounts for Alternate #1 were close in amount, which reassures us that they were all looking at the project carefully. Bone made a motion and Hitchings seconded to accept the low Base bid of \$836,900 and Alternate #1 of \$52,500 from Korte & Luitjohan Contractors for Historic Courthouse renovations for a total of \$889,400. Hertel stated he feels these issues should be voted on separately because the work behind the County Board room is too costly. Miles stated one of the reasons the committee approved to address this area right now is because the elevator will be replaced, the second floor will be empty at this time. Merano interjected that the project started out at \$500,000 then went up to \$700,000 and now it is higher yet. Chairman Plunkett explained that the grants the County is receiving totaling \$242,000 will be removed from the total of \$889,400, which brings the total the county owes down to \$647,400. Merano stated he wants to be on record saying the County should go back to repairing just what needs to be done to address safety concerns, until the County has enough funds to build a new facility. Bone recapped by saying that the committee went with the Board’s decision to exclude all work to the Board room and then after the bids came in still too high, the committee cut more from the project. He stated if the County Board doesn’t approve it today, we will lose the Energy Grant and we still will need to put the elevator in.

Merano asked if there was any other way to recoup the grant funds. Chairman Plunkett stated that we have already applied for a one year extension on the elevator grant and he reported that West Central Development Corporation has notified us that we must accept the bid today or the money for the energy grant will be unavailable. **Motion by Bone, second by Hitchings to Accept the Low Base Bid of \$836,900 and Alternate #1 of \$52,500 from Korte & Luitjohan Contractors for Historic Courthouse Renovations for a Total of \$889,400. Roll Call Vote: Ayes - 17, Nays – 1, Absent - 3. Those Voting Aye: Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Ron Deabenderfer, Bob Durbin, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Sharon Kuchar, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams. Those Voting Nay: Scott Merano. Those Absent: Bonnie Branum, Joe Gasparich, Frank Komor. Motion carried. (See Resolution Book 11, pages 163-167).**

- 3. Maintenance Issues and Report -Update:** Chairman Bone reported that the brick work estimates were included in the FY 2012 budget. Also, the south porch of the Historic Courthouse has been painted.
- 4. 141 N. Main St. Hillsboro Purchase -Update:** The closing date on this property was Friday, August 5<sup>th</sup>, 2011. The Committee is looked at parking lot possibilities and will have Engineer Smith draw up some plans.

**ECONOMIC DEVELOPMENT COMMITTEE REPORT: Given by Chairman Ron Deabenderfer as follows:**

- 1. County Comprehensive Plan -Update:** Chairman Deabenderfer reported that the Comprehensive Plan is on hold and stated he appreciates the work that the Planning committee has done and hopes to come to a solution as soon as possible. Mike Plunkett, Ron Deabenderfer, Sandy Leitheiser and Amanda Cole will need to meet with Ryan Hobson from the U of I Extension to resolve this issue, and Deabenderfer will call and schedule a meeting with him.
- 2. Caretaker Lease Agreement with NAGS for Butler Rail Trail -Update:** The committee reviewed the proposed agreement from the Natural Area Guardians, Deabenderfer stated there is one small change to our agreement and he will present an agreement to the Full Board to review for one month.
- 3. Proposal to Oil & Chip the Green Diamond Bike Trail -Update:** The committee discussed the re-surfacing options and the estimate of \$19,420 to oil and chip the bike trail. The bike trail was last oiled and chipped in 2007. Deabenderfer stated we are looking at alternative methods.
- 4. MCEDC -Update:** Deabenderfer reported that he and Heather Hampton+Knodle represented the MCEDC at a meeting in Raymond with the new bidders for Internet Broadband which reported the progress. The Demuzio Broadband project is in place, and Royell is the point to point wireless internet provider. Deabenderfer learned the funding is available through the stimulus program for cable which is also now available and in use from Chicago to Collinsville. The purpose of the meeting in Raymond was to discuss putting fiber down Route 16 between Litchfield and Hillsboro which is very important for economic development. He reported that Route 16 will be repaved in the next 2 years and slowly broadband will be available in the County and we need to keeping stating the need for the project. Deabenderfer also reported that the Search committee has completed the new job description for the new Executive Director Position of Montgomery County Economic Development Corporation. The next MCEDC Summit is planned for Wednesday, October 26<sup>th</sup> at LLCC in the evening. Deabenderfer stated KK Gifts will have an open house today on Tuesday, August 9<sup>th</sup>, 2011 at 11:00 a.m and also reported on the Revolving loan stating that Sorellas' Restaurant has filed for bankruptcy. The Montgomery County State's Attorney will have to work with the Bankruptcy court. Deabenderfer announced that the next MCEDC Board of Directors meeting will be Monday, August 15<sup>th</sup> at 4:15 p.m. at the Hillsboro Hospital concerning the Distance Learning Project.

**EMA/AMBULANCE COMMITTEE REPORT: Given by Chairman Jim Moore as follows:**

**Ambulance Call Reports:**

A summary of monthly operations for *June 2011* are as follows:

**Total calls: 307    Total amount billed: \$117,248.30    Amount collected: \$116,832.52**

A summary of monthly operations for *July 2011* are as follows:

**Total calls: 296    Total amount billed: \$171,344.00    Amount collected: \$107,769.71**

**AMBULANCE REPORT:**

- 1. Collections -Update:** Total Collections for **July** are **\$107,769.71**
- 2. Small Claims -Update:** There are 7 small claims set for a status hearing on August 19<sup>th</sup>, 2011. \_
- 3. Midwest Collections -Update:** Moore reported that we have added Midwest Collections as another collection agency, and 40 claims have been sent to them. We get 60% of what they collect or 50% if it goes to court. Pinnacle Collections has not sent anything lately.

**EMA:**

- 1. 2012 Full Scale Exercise -Update:** Moore reported a Full Scale Exercise will take place on June 26<sup>th</sup>, 2012 in Litchfield with St. Francis in charge of getting a location in the Litchfield area for the exercise. Any Committee member or County Board member interested in taking part in this exercise should advise Director Holmes.
- 2. Radios and Pagers -Update:** Moore reported EMA pagers will need to be replaced due to the new narrow banding in 2013. MCSODC held a meeting on July 14<sup>th</sup> to explain the rules on narrowing of all county radios and pagers. Cost will be \$430 for each new pager, and the County needs new pagers for Director Holmes and one for Joe Gasparich.
- 3. Cooling Centers -Update:** Moore reported we were prepared during the recent heat warning period, with Cooling Centers on standby during the week of July 25<sup>th</sup> – 30<sup>th</sup>. All centers were available but none were used.
- 4. Grant Update for Generators -Update:** Moore reported the Grant application for generators was sent in to Mike Cavanaugh of West Central Development, and we learned that Cavanaugh will need to put that application in with another Montgomery County request because the amount was too low. Holmes reported to the committee that IKE grants are out of money for this year.
- 5. Donations for Shelters -Update:** Moore reported that Big O's Computer Service owners Orville and Stella Stokes of Taylor Springs donated 30 blankets and 5 cots for emergency events. The EMA Committee appreciates the donations and also thanked member Bathurst for donating a generator.
- 6. New Rules from FEMA -Update:** Per IEMA, Moore reported we need to do a full scale exercise once a year.
- 7. Montgomery County Incident Management Team Standard Operating Guidance for Deployment and Operations -Approval:** Gasparich provided the committee with the Montgomery County Incident Management Team's Standard Operating Guidance for Deployment and Operations, and stated this team will not take over from the jurisdiction at emergency events, but will be available to help. Moore reported this written guidance needs to be approved and added as an "Annex" to the County's EOP. **Motion by Moore, second by Bone to Approve the Montgomery County Incident Management Team Standard Operating Guidance for Deployment and Operations to be Added as an Annex to the County Emergency Operation Procedure. All in favor, motion carried. (For copy, see Resolution Book 11, pages 168-171).**
- 8. Time Change for September EMA Meeting -Update:** Moore reported a time change for September 6<sup>th</sup> EMA meeting from 3:00 p.m. to 2:00 p.m. IEMA Conference check-in is from 1:00 p.m. – 5:00 p.m.

## **OTHER BUSINESS:**

- 1. Hillsboro Ambulance District Levy -Update:** Moore reported from Chairman Plunkett that Hillsboro Ambulance District levy dropped 36%, with last year's levy at \$157,000 and decreased this year to \$100,000. Also, this is after Hillsboro Ambulance built a new building and purchased a new ambulance in the past year. Moore commended the Hillsboro Ambulance District for their budget and levy practices.
- 2. Raymond/Harvel Ambulance District -Update:** Moore reported that the Raymond/Harvel Ambulance District needs more volunteers.
- 3. Coal Rail Spur / Emergency Routes -Update:** Moore reported that Bill Schroeder called regarding the Coal Rail Spur potentially blocking two emergency routes simultaneously along Illinois Route 185 and 6<sup>th</sup> Avenue on the south edge of Coffeen. Moore stated coordination will be done with the Coal Mine and Railroad Company to assure prompt emergency response time.

## **FINANCE COMMITTEE REPORT: Given by Chairman George Blankenship as follows:**

- 1. Revolving Loan Fund -Update:** July Revolving Loan payments were received, and Amanda Cole reported to the committee that on Tuesday, July 26<sup>th</sup> one of the three revolving loan recipients filed for bankruptcy. Blankenship reported all payments were received so no major red flags were missed. The first court date is set for September 12<sup>th</sup>, 2011 and State's Attorney Matoush will be present to represent the County's interest.
- 2. Sheriff Department Vehicle Replacement Bid Opening -Approval:** The committee reviewed the following bids:
  - Wright Automotive:** Quantity of three vehicles available - 2011 Crown Vic – \$22,029 each with a trade-in of \$5,000 each. The net price would then be \$17,029 each or \$51,087 for the three units.
  - Victory Lane:** Submitted a bid for 1 vehicle for \$22,072 with no mention of trade-ins.

Blankenship reported that the vehicles with the highest mileage of plus or minus 100,000 miles will be traded in. One vehicle has already been replaced last month due to hail damage. Moore asked about the status of the other nine vehicles on the Sheriff's list of twelve total vehicles. Blankenship stated that one vehicle hit by a deer will be replaced and the others will be driven and included in the budget for FY2012. Hertel asked if one more car is available from Wright Automotive, and Blankenship replied affirmatively that one more will possibly be available in September at the same price. Graden asked if any trade-ins are SUV's and Blankenship stated that no SUV's will be traded in, only Crown Vics. Kuchar asked why some of these vehicles are being traded now and not all at the same time. Blankenship replied the Crown Vics are only available now in 2011 and are less costly as equipment will swap over easily between the same car model. **Motion by Blankenship, second by Hertel to Approve the Purchase of the Three 2011 Crown Vics from Wright Automotive for a Total of \$51,087.00 including Three Crown Vic Trade-ins. Roll Call Vote: Ayes - 18, Nays – 0, Absent - 3. *Those Voting Aye:* Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Ron Deabenderfer, Bob Durbin, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Sharon Kuchar, Scott Merano, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams. *Those Absent:* Bonnie Branum, Joe Gasparich, Frank Komor. Motion carried.**
- 3. Cost Study for County Fees -Update:** County Clerk Leitheiser stated to the committee that information from other Counties whose fees were surveyed is still being compiled. Leitheiser shared an ordinance with the committee from Logan County showing they raised their fees according to the CPI (Consumer Price Index) of the fees they were charging based on a cost

study they did 9 years ago. The Committee has asked that Assistant State's Attorney Wilson check to see if we can raise fees based on what Logan County has done, which will save about \$15,000 the county would need to pay for a new cost study. Wilson will review and advise the committee for next month.

4. **FY2012 Budget and Levy Discussion -Update:** The committee discussed the FY 2012 budget hearings Salary increase requests and decided to keep the \$1,000 increase per non-union employee. Information is being gathered about county employee salaries from a salary survey that was sent to over 20 counties. Blankenship stated the estimated tax levy should be under 5%, therefore a truth and taxation hearing will not be required. A final copy of the estimated taxes based on a dollar amount not a percentage will be presented at the September full board meeting.
5. **Appraisal of County Trustee Property -Update:** The committee discussed whether or not there is a need to have an appraisal done on the County Trustee Property and determined there is no need at this time.
6. **Letter to County Trustee Agent -Update:** The committee went into executive session to discuss an issue with the County Trustee Agent. After executive session, the committee approved and directed Assistant State's Attorney Wilson to draft a letter to the County Trustee Agent. Blankenship stated this is turned over to the State's Attorney for their legal assistance, since this matter could possibly go to litigation.
7. **Space at Jail -Update:** Deabenderfer brought up the need to discuss Judge Long's concern at budget hearings about the lack of space at the Jail for female arrestees. Chairman Plunkett replied we will need more space at the Jail in the future and the county will have to address the issue perhaps in FY2013 or later.

**HWE COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:**

1. **Elections -Update:** Durbin stated that County Clerk Leitheiser gave the committee information regarding the March 20<sup>th</sup>, 2012 General Primary Election Dates. Leitheiser is getting candidate packets ready and waiting for the Illinois State Board of Elections to complete Candidate Guide Manuals which need to be included in the packets. New State Legislative District, US Congressional District, and County Board District maps will be included in the Candidate Packets as well, and Committee members approved for her to send information to the media informing voters about the new County, State, and Federal Election Districts.
2. **Recycling Program and Events:**
  - **Recycling Office Building -Update:** Durbin reported that there were 4 responses received for construction of the new Recycling office, with bid specs due Tuesday, August 9<sup>th</sup> by 3:00 p.m. **A Special HWE meeting is scheduled to open the Recycling office bids on Friday, August 12<sup>th</sup>, 2011 at 6:30 p.m. in the Board Room.**
  - **Litchfield Drop Shed -Update:** City of Litchfield had some excess asphalt and installed a 32' x 32' area in front of the drop off area for less than \$2,000. Durbin stated the asphalt has been expanded to the road which provides a good foundation to get in to recycle.
  - **Irving Drop Shed -Update:** Durbin reported on the Irving CRC residents working on the Irving Drop off shed. Material was purchased and the shed is in the process of being rebuilt.
3. **EPA Report -Update:** Bill Gonet reported to the committee that we have received 3 quarterly grant payments from ILEPA. Gonet also stated that he was going to go to the Landfill to see the installation of a liner in a cell. Durbin reported that one cell was closed and another was opened.
4. **Animal Control Intake Summary -Update:** Durbin reported intake for the month of July was 28 dogs and 42 cats and kittens for a total of 70 animals. There were 7 animals claimed,

14 adopted, 29 that were sent to rescue and 10 that were euthanized. Some adult cats were euthanized due to lack of space, and adoptions have declined since last year.

5. **Property & Casualty Liability Insurance -Update:** Insurance bid deadline is August 15<sup>th</sup>, 2011. **There will be a special HWE meeting for bid opening on Tuesday, August 16<sup>th</sup> at 10:30 a.m. in the Board room.**
6. **Brian Devlin - ICRMT Consultant -Update:** Durbin stated ICRMT Consultant Brian Devlin would like to have a meeting with the County Office Holders to explain how to control workers' compensation costs. A meeting will be set up for Tuesday, October 25<sup>th</sup> at 11:00 – Noon and 1:00 – 2:00 p.m. with Dept. Heads and Supervisors so that Brian Devlin can explain available resources available and how Employee Safety Training would benefit our workers' compensation program. Durbin stated this Employee Safety Training program is very good and will help the County keep Workmen's Compensation costs down.

**PERSONNEL COMMITTEE REPORT: Given by Chairman Sharon Kuchar as follows:**

1. **Deputy Retirement -Update:** Kuchar stated that Undersheriff Rick Robbins reported he received an intent to retire from Deputy Hancock. Robbins stated to the committee that the Sheriff's budget is okay if they hired and trained a deputy before Hancock leaves this November. The Sheriff's Department has advertised for a deputy and a mandatory orientation meeting for interested applicants was scheduled for August 1<sup>st</sup>, 2011. Robbins also stated that the training academy will start August 22<sup>nd</sup> and is 10 weeks long. The new hire would then ride with a deputy for a couple of months and should be ready to be on their own in January 2012. **Also, the committee discussed the Sheriff's Department Laborer's contract that will expire on November 30<sup>th</sup>, 2011. The committee will have a Special Personnel Meeting on Wednesday, August 24<sup>th</sup> at 6:00 p.m. to discuss the contract.**
2. **Driver's License Information for each Office - Update:** Kuchar stated that Treasurer Jenkins compiled a list for insurance purposes of Driver's License Information for each county employee who is driving for County business whether it is a County vehicle or Personal vehicle.
3. **Employee Personnel Manual -Update:** Kuchar stated the committee discussed having the elected officials sign a document with language to abide by in the Personnel Manual. The committee then proceeded with their review of the employee manual and discussed proposed changes. These changes will be made and sent to the State's Attorney Office for review before they are introduced to the full board.

**ROAD AND BRIDGE COMMITTEE REPORT: Given by Highway Engineer Kevin Smith as follows:**

1. **South of Kink's Korner County Road Repair -Update:** Engineer Smith reported that the Highway Department got a new base of 12" rock installed on the road south of Kink's Korner. The road has been re-opened so that traffic can drive on it to compact the rock. The County Highway department will then prime coat it and put down a double layer of seal coat.
2. **Striped Roads -Update:** Engineer Smith stated that he is working on figures to report to the committee.
3. **2011 Seal Coating Program -Update:** Engineer Smith stated that County forces are in the process of seal coating approximately 30 miles of County roads.
4. **Pitman Road District, 08-12122-00-BR, Letting Date -Update:** Engineer Smith reported we need to set a Letting date for this 3 span bridge in Pitman Township located 1 mile west of Waggoner and 3 miles north of Waggoner Road. Additional right-of-ways were needed to install the bridge and water lines were relocated. This is a Township bridge project and will cost about \$600,000. Engineer Smith can advertise with IDOT on August 11<sup>th</sup>, 2011. **Smith will schedule a Letting for Tuesday, August 23<sup>rd</sup>, 2011 at 8:30 a.m. at the Highway Department.**
5. **CMT, P.E. Supplement, Walton Park Project -Disapproval:** Engineer Smith sent a letter to committee members regarding an additional invoice from CMT requesting more money for the

Walton Park Bridge Project. Committee members feel that the County doesn't owe any additional money. CMT was very late in submitting Engineer designs early in the project. The project didn't have a change of scope for the project. Past Engineer Ruben Boehler worked with the project from its inception and other committee members have discussed and decided that the scope of the project was never changed so the County does not owe CMT any additional Engineering funds. The committee agreed that the County should not pay the additional request for Design Engineering Fees. The project is being seeded and the road is now open. **Motion by Bone, second by Hertel to Not Award CMT the Additional Request for Funds for Design Engineering Fees. All in favor, motion carried.**

**APPROVAL OF 8 COMMITTEE REPORTS & MINUTES: Motion by Bishop, second by Kuchar to approve the 8 committee reports and minutes. All in favor, motion carried.**

**ANNOUNCEMENTS:** Chairman Plunkett announced the following:

- **There will be a Special HWE meeting for the Recycling Office building bids on Friday, August 12<sup>th</sup> at 6:30 p.m.**
- **There will be a Special HWE meeting for Insurance bid opening on Tuesday, August 16<sup>th</sup> at 10:30 a.m.**
- **The Road & Bridge Committee Letting date is scheduled for Tuesday, August 23<sup>rd</sup>, 2011 at 8:30 a.m. at the Highway Dept. for the Pitman Township bridge project.**
- **There will be a Special Personnel Committee meeting on Wednesday, August 24<sup>th</sup> at 6:00 p.m. in the County Board room to discuss upcoming Union Contract Negotiations with Sheriff's Dept.**
- **There will be a Committee member change. Mary Bathurst has agreed to switch committees with Scott Merano due to job restrictions. As of the September meetings, Scott Merano will serve on the EMA committee and Mary Bathurst will serve on the HWE committee starting in September.**

**SCHEDULE CHANGES: Plunkett reported the EMA Committee meeting on September 6<sup>th</sup> will be held at 2:00 p.m. instead of 3:00 p.m.**

**APPOINTMENTS:**

**Motion by Blankenship, second by Wendel to Approve the Reappointment of Kathy Shafer, DMD to the Montgomery County Board of Health for a three year term which expires July 31<sup>st</sup>, 2014. All in favor, motion carried.**

**Motion to Graden, second by Hertel to Approve the Appointment of Walter Williams, MD to the Montgomery County Board of Health for a three year term which begins October 18<sup>th</sup>, 2011 and expires July 31<sup>st</sup>, 2014. All in favor, motion carried.**

**Motion Bathurst, second by Hitchings to Approve the Appointment of Mike Fleming to the Montgomery County Housing Authority Board for a five year term which begins immediately and expires June 30<sup>th</sup>, 2016. All in favor, motion carried.**

**PAY BILLS:**

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore: Motion by Wendel, second by Williams to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 17, Against – 0, Absent – 3, Abstain -1 (Moore). Motion carried.**
2. **Motion by Blankenship, second by Wendel to pay all other approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2011.**

**ADJOURN: Until the Full Board Meeting on Tuesday, September 13<sup>th</sup>, 2011 at 8:30 a.m. in the County Board Room, Historic Courthouse, Hillsboro, Illinois.**



**Motion by Merano, second by Hitchings** to adjourn the Full Board Meeting. **All in favor, motion carried.**

Meeting adjourned at 9:30 a.m. Minutes respectfully submitted and recorded by Montgomery County Clerk and Recorder Sandy Leitheiser.

**Montgomery County Board  
Minutes**

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**For Tuesday, September 13<sup>th</sup>, 2011 – 8:30 AM**

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, September 13<sup>th</sup>, 2011 in the County Board Chambers of the Historic Courthouse, Hillsboro, Illinois.

**The meeting was called to order by County Board Chairman Mike Plunkett at 8:30 AM.**

**Roll call was taken. 20 members present, 1 member absent.**

**Members Present:** Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Bonnie Branum, Ronald Deabenderfer, Robert Durbin, Joe Gasparich, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Sharon Kuchar, Scott Merano, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams.

**Members Absent:** Frank Komor

**Pledge of Allegiance to the flag was given.**

**Mileage and Per Diem Approval:**

**Motion by Wendel, second by Blankenship to approve the mileage and per diem. All in favor, motion carried.**

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

**Motion by Hertel, second by Graden to approve the Minutes of the Previously Adjourned County Board Meeting held on Tuesday, August 9<sup>th</sup>, 2011. All in favor, motion carried.**

**CONSENT AGENDA:**

1. **Chief Assessment Officer's Report** – Ray Durston was present for questions.
2. **Circuit Clerk's Report** – Holly Lemons was present for questions.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions and informed members that Candidate packets are now available for March 20, 2012 General Primary Election, with the filing period is November 28<sup>th</sup> – December 5<sup>th</sup>, 2011.
4. **County Treasurer's Report** – Ron Jenkins was present for questions.
5. **G.I.S. Coordinator's Report** – was submitted.
6. **Health Department Report** – was submitted.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – Jim Vazzi was present for questions.
10. **T.B. Department Report** – Sally Adams was present for questions.
11. **V.A.C. Report** – Dave Strowmatt was present for questions.

**APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA: Motion by Durbin, second by Miles to approve the 11 items on the Consent Agenda. All in favor, motion carried.**

**COMMITTEE REPORTS:**

**COORDINATING COMMITTEE REPORT:** Chairman Mike Plunkett stated that the Coal Mine Presentation will not occur today, and informed members that the Coordinating Committee will study how often we bid out professional services such as insurance and auditor services and make recommendations to set up parameters to be used in the future.

**BUILDING AND GROUNDS COMMITTEE REPORT: Given by Chairman Terry Bone as follows:**

- 1. Historic Courthouse Renovations -Update:** Bone stated the committee reviewed and approved a quote from Sim's Awesome Moving Company of Coffeen for \$2,154.00 to move the 2<sup>nd</sup> & 3<sup>rd</sup> Floor office materials in the Historic Courthouse on Saturday, September 17<sup>th</sup>. The Historic Courthouse preconstruction meeting was Thursday, September 1<sup>st</sup>, and the committee reviewed the construction timeline provided by Korte & Luitjohan Contractors. According to the timeline, demolition of the 2<sup>nd</sup> floor will start on Monday, October 3<sup>rd</sup> and should be completed by the end of April, 2012, and work to install the new elevator will start on January 8<sup>th</sup>, 2012. County Clerk Leitheiser sent a news release to the media to inform the public about the renovation timeline and the S.O.A. office, EPA Office and the Coordinated Services office temporary locations during the renovation. Starting October 3<sup>rd</sup>, all County Board Committee meetings will meet in the Annex Building Conference Room and the Full Board meetings will be held at the Farm Bureau Building's 1<sup>st</sup> floor. Board members are to use a bin under their desk to put all paperwork they would like to keep for meetings during the renovation, and anything left in the desks will be recycled.
- 2. Maintenance Issues and Report -Update:** The committee approved the bid from Lyerla Electric to install two Surge Protectors for the Annex Building in the amount of \$1,335.16. Bone stated that surge protectors were added at the Historic Courthouse a few years ago and haven't had a lightning strike since that time.
- 3. Johnson Controls' Quote to Replace Compressor #1 at Courthouse Complex -Update:** Bone stated that Luther Thimsen from Johnson Controls addressed the committee regarding the need to replace Compressor #1 on the 80 Ton Carrier Condensing Unit at the Courthouse Complex in the amount of \$8,350. These units can only be obtained by purchasing a re-built compressor, and all three units were recently replaced in July 2008. Compressor #1 failed again sometime over the Labor Day weekend, and Johnson Controls had to bypass it in order to get Compressor #2 and #3 running to keep the Courthouse Complex cooled. The oil safety pressure unit is not functional, so Luther thinks this was an electrical failure. Ameren checked the voltage, and the Johnson Controls representative believes this amount of voltage is too high which is an indicator that an electrical problem caused Compressor #1 to fail. Luther explained that Johnson Controls could assist in filing for an energy efficient grant and a Johnson Controls representative will contact Coordinator Daniels with the details. Luther also reported that the condenser fans are always going out and the contactors don't fire as they should, and that these Roof type units only last about 12 – 15 years while unit is 18 years old. The committee was told that a new chiller unit would cost about \$75,000 to \$80,000 and have a 5 year warranty. Lloyd Meyer will check if there was a power surge that caused the failure, so insurance coverage can be sought. The committee asked if the building could be cooled sufficiently with just the 2 compressors until we could check on grant availability and both the Johnson Controls representative and Meyer stated that everything should be OK since the temperatures are now getting cooler.
- 4. Handicap Ramp Bid for Courthouse Complex and Jail -Update:** Bone stated that Holly Lemons brought some ADA issues to the committee, and they reviewed and approved a proposal from Lipe Construction to install five handicap accessible threshold ramps at the Courthouse Complex and Jail Buildings in order to comply with ADA issues. Four ramps would be installed at the Courthouse Complex at \$589.48 and one at the Jail for \$155.00 for a total of \$744.48. He also stated a counter will be lowered to comply with ADA standards also.

**ECONOMIC DEVELOPMENT COMMITTEE REPORT: Given by Chairman Ron Deabenderfer as follows:**

- 1. County Comprehensive Plan -Update:** Deabenderfer reported the Planning Committee will meet on Thursday, October 13<sup>th</sup> at 5:30 p.m. at the Extension Office. He stated there have been delays with the Comprehensive Plan completion due to the University of Illinois Extension reorganization, and the Planning Committee will review the first half of the plan and will hopefully know soon when the second half will be delivered. The goal of the Committee is to make sure the plan is edited and the portions that have been completed since May 2011 finalized. Discussion will be on when and how the Comprehensive Plan will be completed.
- 2. Caretaker Lease Agreement with NAGS for Butler Rail Trail -Approval:** Deabenderfer received the final draft of the Caretaker Lease Agreement between Montgomery County and Natural Area Guardian Service, and this agreement has been reviewed by Assistant State's Attorney Betsy Wilson and Mark Joy of the NAGS group. Deabenderfer reported that NAGS will maintain the trail and will be insured through the Soil and Water Conservation District. Hertel asked what office will hold their insurance policy and Deabenderfer replied a copy will go to Coordinator Daniels's office. **Motion by Deabenderfer, second by Beck to Approve the Caretaker Lease Agreement Between Montgomery County and Natural Area Guardians to Maintain the Butler Rail Trail. All in favor, motion carried. (For copy, see Resolution Book 11, pages 172-176).**
- 3. Resurface Green Diamond Bike Trail -Update:** Deabenderfer reported to the committee that he checked on the cost for crushed asphalt to resurface the Green Diamond Bike Trail, and it would cost \$1 per square foot for crushed asphalt which is much more expensive than oil and chip. An oil and chip quote was received from Marsh Oil for the 4 miles of the trail in the amount of \$19,420, and the committee approved recommending this amount to the Finance committee to be added to the line item in the FY 2012 budget. Deabenderfer stated that the county owns this trail and it is our responsibility to make it useable, and that it had been put on a 5 year rotation to oil and chip instead of a 4 year rotation, but we can't put it off again. He stated a crew has cut down the growth on the trail recently and that Pitman Township will resurface the Bike Trail for us during their oil and chipping projects.
- 4. MCEDC -Update:**
  - Amanda Cole shared information with the committee regarding the Tele-Institutes offered by U of I Extension for 2011 – 2012.
  - There will be 3 Webinar sessions regarding Entrepreneurs and Their Communities. The board received a handout detailing the information regarding the Series.

**EMA/AMBULANCE COMMITTEE REPORT: Given by Chairman Jim Moore as follows:**

**Ambulance Call Reports:**

A summary of monthly operations for **August 2011** are as follows:

**Total calls: 327 Total amount billed: \$176,835.40 Amount collected: \$96,009.69**

**AMBULANCE REPORT:**

- 1. Collections -Update:** Moore reported total Collections for **August** are **\$96,009.69**. (New system - \$95,016.22, Old system - \$993.47)
- 2. Small Claims Status Hearing -Update:** Holmes reported to the committee that two people out of 7 appeared in court. One came to the office at 9:30 a.m. after court. Payments were \$0. The next court date will be November 3<sup>rd</sup>, 2011. We have several files for small claims.
- 3. Macoupin County Credit Bureau -Update:** We received payments from this collection agency, and now new people are running the business and they are now working on very old accounts they received previously.

4. **Midwest Credit Bureau -Update:** We have received payment from Midwest Credit Bureau, and Holmes will have an update for next month's meeting. We will not call Pinnacle to get old accounts back.

**EMA:**

1. **Generators for Shelters -Approval:** Holmes reported to the committee that she would like to purchase some items for the emergency shelters before the fall and winter season begins. There is money in the training account that could be used to purchase heaters, meals and blankets. The generator donated to Litchfield Community Center by Lonnie and Mary Bathurst was delivered on August 22nd, 2011. There is a current balance of \$5,698 in the EMA Small Equipment line item from EMA and Ambulance offices. Six generators from Lessman will cost \$5,394, and Holmes will get prices for other equipment and items for the shelters. Generators will be placed at: Witt Lions Building, Nokomis Parish Center, Waggoner Community Building, Irving Centennial Building, Hillsboro Free Methodist Church, Taylor Springs Community Building. Moore reported that Lessman will show how to set up the generators and train users to maintain the units. **Motion by Moore, second by Hitchings to Purchase six Generators from Lessman Sales and Service in the amount of \$5,394. All in favor, motion carried.**
2. **Illinois IMT -Update:** Moore reported that Holmes has sent in all paperwork for retired Raymond police officer Jim Engelman to be part of the Illinois Incident Management Team.
3. **IEMA Conference -Update:** Holmes will report on any new updates next meeting. The IEMA Conference is starting earlier each year, with classes are late morning with early afternoon sessions. Holmes stated we may want to rethink this meeting date for next year. The 2012 September EMA meeting will change to Friday due to the IEMA conference.
4. **Time Out -Update:** Moore reported that Holmes will be working to continue her education with five online classes required by IEMA to stay accredited. Due to the classes requirements, she will not start on anything new or requested unless it is an emergency measure until October. The \$21,226.38 grant from IEMA will be listed as revenue for FY2012.
5. **Letter from Mike Cavanaugh-IKE Grant -Update:** Moore reported that Holmes requested \$15,000 from the IKE Grant and received a response from Cavanaugh that amount was not enough money to apply for an IKE Grant. Holmes will check to see if the county meets criteria through the Hazardous Mitigation Plan to apply for grant funds for the items needed.

**NEW BUSINESS:**

1. **Dive Team Insurance -Update:** Moore reported that proper documentation is need from the Dive Team for Insurance purposes. Moore will check with Treasurer Jenkins to see what paperwork is needed.

**FINANCE COMMITTEE REPORT: Given by Chairman George Blankenship as follows:**

1. **SOA Report -Update:** Blankenship reported that Ray Durston spoke with Gene Stuard of Forrestal Group regarding his work on the Coal Mine Assessment. The committee would like to meet with Gene Stuard before he meets with the Coal Company.
2. **Revolving Loan Fund -Update:** Amanda Cole shared Montgomery County Revolving Loan Fund reports with the committee. There was a court hearing on Monday, September 12<sup>th</sup>, 2011 for one of the revolving loan businesses that closed last month.
3. **Sheriff's Dept. Squad Car -Approval:** Undersheriff Rick Robbins reported to the committee that the bid we received last month from Wright Automotive to purchase 3 squad cars also included a 4<sup>th</sup> vehicle which would be available for \$17,029.00 after the trade in. This will be the fourth car purchased in this bid for a total of 5 new squad cars purchased recently. Blankenship reported the cars with the highest mileage and those damaged by deer and hail were traded in. **Motion by Blankenship, second by Graden to Purchase the**

**Crown Victoria Squad Car from Wright Automotive in the Amount of \$17,029.00 including trade in. All in favor, motion carried.**

- 4. Cost Study for County Fees -Approval:** Blankenship reported that the committee received a report from County Clerk Leitheiser with the results of the Cost Study Fee Survey meeting held Thursday, September 8<sup>th</sup> with several Department Heads and board members Roy Hertel, Connie Beck and Dennis Williams. The sub-committee discussed potential fee increases for county services in the Sheriff's Office, Highway Department, Supervisor of Assessments Office, County Clerk/Recorder's Office, Circuit Clerk's Office, States Attorney's Office, Coordinated Service's Office including Animal Control and the Coroner's Office. Blankenship also explained that Clerk Leitheiser contacted Maximus to request a quote for a cost study to raise fees. Assistant State's Attorney Wilson also received this information for review. Maximus could start working on the cost study in October and be completed by Thanksgiving. The proposal for \$9,450 would include performing a cost study for services in the County Clerk/Recorder's Office, GIS Fees, Sheriff taking bond on Process fees and the Montgomery County Sheriff office communications cost sharing. **Motion by Blankenship, second by Deabenderfer to Approve the Proposal from Maximus for \$9,450 for a Cost Study. All in favor, motion carried.**
- 5. DEVNET Contract -Approval:** Blankenship reported that Treasurer Jenkins, County Clerk Leitheiser and Chief Assessments Officer Ray Durston met to review the Devnet contract. Assistant State's Attorney Wilson also reviewed the contract and approved it. Blankenship reported this contract price for the software license to prepare real estate tax bills is less than the last contract due to no installation and startup costs this time. Chairman Plunkett informed the Board that we started with Devnet after a late tax year and that company has helped us get our tax cycle back on schedule. Gasparich asked if our hardware will serve us adequately and Clerk Leitheiser replied that Information Systems Manager Bill Purcell had approved the computer hardware/server portion of the contract prior to its approval. **Motion by Blankenship, second by Hitchings to Approve the DEVNET Property Tax Software License, Maintenance and Support for a 4 Year Contract. All in favor, motion carried.**
- 6. FY 2012 Budget -Starting Salary Approval:** Blankenship reported that the committee reviewed the Revenue and Expenditure Reports for the FY2012 Budget, and the Full Board received copies at the Full Board meeting. The Draft copy of the Budget must be posted to the Public for a 30 day review by October 21<sup>st</sup>, 2011, so any revisions must be submitted by the next Full Board meeting. Blankenship informed the Board they will receive only changes made to the budget, not the entire budget document again. Gasparich asked if the budgets from the offices are assuming that the State will pay salaries. Treasurer Jenkins replied that the Office Holders reported that information to the Finance Committee at their respective budget hearings. Gasparich asked if we will have to borrow from reserves to balance with expenses if the State doesn't pay their share, and Chairman Plunkett replied yes, we would. The committee discussed the County's starting annual salary, which is currently. \$18,500. The committee discussed raising the starting salary by 2% to \$18,800. **Motion by Blankenship, second by Kuchar to Raise the Starting Salary to \$18,800 as of December 1<sup>st</sup>, 2011. All in favor, motion carried.**
- 7. FY 2012 Estimated Levy -Approval:** Blankenship reported that the committee had a lengthy discussion about whether the levy should stay under the 5% increase, or go over the 5% increase which would require a Truth and Taxation Hearing. Hertel stated that the committee discussed borrowing funds temporarily out of the General Fund for IMRF, Social Security, and Liability Insurance and Treasurer Jenkins informed the committee that the County Board would have to levy a minimum of .30 to keep from borrowing money from the General Fund next year, however the county has enough money to continue for one more year. The committee discussed waiting to see how much revenue will be generated on the coal royalties next year and not hit the tax payers with a 15% increase for FY 2012, but if the large coal royalties don't come in then the County Board will have to increase the

taxes next year. Blankenship reported that we are trying to keep the levy at some reasonable number, a 4.9779% increase with no hearing. The FY2012 Estimated Levy request is \$4,394,606. **Motion by Blankenship, second by Hitchings to Approve the Fiscal Year 2012 Estimated Levy in the Amount of \$4,394,606. All in favor, motion carried.**

8. **Employee Severance Packages -Update:** Blankenship reported the committee reviewed reports that show cost savings due to an employee buyout that qualify under the parameters of a minimum age of 55 with 20 or more years of service. The committee is reviewing proposals and could act on this issue at the October Board meeting.
9. **Mileage & Per Diem -Approval:** Blankenship reported that it is up to the County Board to decide the location where mileage should be charged from (work or home) for board members to attend meetings. State's Attorney Matoush researched and informed the committee there is not a State Statute to establish where mileage should be charged from. Committee members discussed charging mileage from the closest point. Plunkett stated that approved per diem meetings include any meetings members are assigned to by the County Board Chairman or special meetings called by the County Board Chairman or Committee Chairman. Plunkett stated that members should not charge mileage and per diem for business to the County offices or social events. **Motion by Blankenship, second by Williams to Approve County Board Members Charging Mileage from Home or Work, whichever is Closer to Attend their Per Diem Allowable Meetings. All in favor, motion carried.**
10. **Ballinger Tax Agent/County Trustee -Update:** Blankenship reported Dennis Ballinger is no longer our tax agent.
11. **Appointment of Temporary Tax Agent/County Trustee -Approval:** Blankenship reported that Treasurer Jenkins informed the committee that someone from the County needs to be appointed as the temporary tax agent/county trustee until another permanent County Trustee is found. This should not be the County Clerk or Treasurer because they deal with the tax sale. Assistant State's Attorney Wilson informed the committee that she would be willing to assume the duties as the Temporary Tax Agent/County Trustee. **Motion by Blankenship, second by Hertel to Appoint Betsy Wilson as the Temporary Tax Agent/County Trustee until there is a Permanent Replacement. All in favor, motion carried.**
12. **ROE Quarterly Report -Approval:** Chairman Blankenship reported that the Quarterly Report from Regional Office of Education Superintendent Tom Campbell has been given to board members for their review and approval. Chairman Plunkett stated Tom Campbell handed in a very comprehensive report on what ROE has achieved in the last quarter. ROE Superintendent Campbell was in attendance, and reported the State has still not paid his salary and does not know who may be responsible for this in the future. **Motion by Blankenship, second by Branum to Approve the Regional Office of Education Quarterly Report. All in favor, motion carried.**

**HWE COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:**

1. **Elections -Update:** Durbin reported that County Clerk Leitheiser stated the circulation period for the March 20<sup>th</sup>, 2012 General Primary Election started September 6<sup>th</sup> and the filing period will be from November 28<sup>th</sup>, 2011 through December 5<sup>th</sup>, 2011. She and staff persons Terri Miller and Tricia Maulding have completed training on Elections Unity Software which will allow the office to print our own ballots and reduce election costs, plus get ballots overseas to our military personnel as early as possible. Leitheiser sent out information to the media and the county polling places that there is no election this November, 2011.
2. **Recycling Program and Events:**
  - **Current Revenue and Expenses -Update:** Durbin stated this year we have processed over 1.8 million pounds of material. Revenue is over \$158,000 and our current expenses are around \$158,000.

- Recycling Office Building Bid Opening -Approval:** Durbin stated that during the special HWE committee meeting on August 12<sup>th</sup>, 2011, three bids were opened to build a 16 foot by 26 foot office for recycling business. H&H Construction of Carlinville submitted a bid of \$42,962.00, Vogel Plumbing of Hillsboro placed a bid of \$42,580.00, and SW Construction of Highland submitted a bid of \$39,376.00. The concrete work is an additional \$3,350, and heating and air conditioning would also be an additional cost. Originally \$25,000 was put in the budget for the new office space. The committee discussed taking the office renovation amount from the Capital Improvement Fund, and also discussed the need to keep Dawn's office at the Hillsboro Drop Shed facility. The committee approved and recommends the low bid from SW Construction of Highland in the amount of \$39,376 to build an office at the Hillsboro Recycling Facility. Durbin explained that all other County employees have adequate office space, and recycling employees need a place to come in and take a break, clean up and take lunch. Beck replied it seems expensive for a 16' x 20' building at \$100 per square foot. Durbin agreed that it is expensive but we need the office space. Moore asked if all bids were without concrete work and Durbin replied yes and explained how the concrete pad had to be made for a solid foundation. Deabenderfer asked what will happen to the trailer and Durbin replied it will be put out for bids. Merano agrees that we need a new building but a less expensive one. Durbin replied that the County has to abide by prevailing wage so the bids were at prevailing wage, which raised the costs. Kuchar stated the committee considered the price and searched for alternative ways but couldn't find a cheaper route. She said we desperately need this office so we might as well do it now. Graden asked if the trailer was not working for Recycling. Chairman Plunkett replied the trailer was a FEMA purchase at \$3,000 and explained that for privacy reasons, a person cannot be in the office at the same time the restroom is being used. Bone asked what would be in the new building and learned it would include an office space, a restroom and a break/lunch room. Durbin stated everyone needs to go look at the current space to see its limitations. Bathurst stated the County has saved money for a number of years but we owe these employees the same advantages as other employees have and this office pays for itself with recycling revenue it brings in. Miles stated the entire committee thought the bids were too high, but doesn't know what else to do. Merano wondered if Recycling staff could build it or if the Highway Department could help as they built their own shed. Chairman Plunkett replied we don't want to take highway employees away from their jobs and informed that Dawn offered to do interior work on her own. Durbin stated we don't want Dawn to do this, since it isn't in her scope of duties. Hertel stated he would like to see the price for the concrete and the air conditioning. Plunkett replied the concrete figure will be bid separately and Durbin believes the air conditioning can be done cheaper separately also. **Motion by Durbin, second by Kuchar to Approve the Low Bid from SW Construction of Highland in the Amount of \$39,376 to Build an Office at the Hillsboro Recycling Facility. Roll Call Vote: Ayes - 14, Nays - 6, Absent - 1. Those Voting Aye: Mary Bathurst, Nikki Bishop, George Blankenship, Terry Bone, Bonnie Branum, Ron Deabenderfer, Bob Durbin, Chuck Graden, Ed Helgen, Sharon Kuchar, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel. Those Voting Nay: Connie Beck, Joe Gasparich, Roy Hertel, Jarod Hitchings, Scott Merano, Dennis Williams. Those Absent: Frank Komor. Motion carried.**
- Litchfield Drop Shed -Update:** Durbin stated we continue to have vandalism issues at Litchfield Drop Shed. Kids are creating messes with the material. The committee will look into installing cameras at the Litchfield facility.

**3. EPA Report -Update:** Bill Gonet reported to the committee he is going to an IEPA Composting Workshop on Wednesday, September 28<sup>th</sup> from 9:00 a.m. to 2:30 p.m.



**4. Animal Control Facility and Program:**

- **Animal Control Intake Summary -Update:** Durbin stated for the month of August there were a total of 47 animals brought to the facility. There were 5 animals claimed, 19 were adopted, 23 animals went to rescue, 2 were euthanized and 2 died for a total of 51 leaving the facility.
- **Revenues & Expenses -Update:** Durbin stated total revenue year to date is \$45,593 and year to date expenses are \$61,805.

**5. Property Casualty and Workers' Compensation Insurance Bid Opening -Update:** Durbin stated that four bids were opened on August 16<sup>th</sup>, 2011:

- **Illinois Counties Risk Management Trust (ICRMT) - \$321,895,**
- **Central Illinois Agents Alliance/The Unland Companies - \$246,013,**
- **Cameron-Weis Insurance Agency, LLC DBA Affiliated Insurance Agencies - \$316,170,**
- **Dimond Bros. Insurance Agency, Inc., Bliss McKnight - \$288,515.**

Insurance Consultant Tom Couch reported the analysis of these bids is coming together. There are still a few loose ends to get information on - (IPRF, IL Public Risk Fund) still needs to respond to a few questions and information that Tom Couch has requested. The committee reviewed a report that shows a comparison of possible pricing combinations between the insurance carriers. Tom Couch stated to the committee he recommends the low bid on the Workers' Compensation quote, and would like to see that company's most recent audit, financials, references and client list. The current bids have the broker fees built in. The board is free to do what they want in regards to the broker. An Agent acts on behalf of the Insurance Company, whereas a Broker acts on behalf of the policy holder. Durbin stated there were two low bids on Workers' Compensation and can't understand why they are so low so the committee will look at this next month. Bone asked if the county's current insurance carrier ICRMT came in at a lower bid than our current rate, and was told it did. Chairman Plunkett stated we can mix and match or choose what company we want for each service.

**PERSONNEL COMMITTEE REPORT: Given by Chairman Sharon Kuchar as follows:**

**1. Employee Personnel Manual -Update:** Kuchar reported the committee has reviewed and introduces the following for county board approval at the October full board meeting:

*Appointments and Hiring* – Amended: Language re: hiring by Department Head and Nepotism

1-2

Deabenderfer asked if Nepotism has been a big issue and Kuchar replied in some offices, yes. She said this change will address the issue in the future. She stated we can't tell elected officials who to hire and fire but once the Employee Manual is completed, the committee would like the Elected Officials to accept and sign off on the Manual. Bathurst stated the Manual reads that the County encourages the Officials to sign it.

*Personnel Files* – Amended: Added language re: copy of valid driver's license in personnel file

5

Bathurst stated this was driven and suggested by our Insurance Company.

*Outside Employment* – Amended: Eliminate words "Elected Official"

5

*Separation Procedures* – Amended: grammar changes

6

*Reduction in Force* – Amended: grammar, delete language about seniority.

6

*Separation for Disability* – Amended: – Eliminate section

6

*Inclement Weather* - Amended: added language for discipline if employee does not have time off accumulated on the books.

7

*Pension* – Amended: – Change 600 hours to 1000 hours for IMRF

8

*Workers Compensation* - Amended: -Added language for state statute and using

appropriate workers comp forms and a time frame to submit 9  
*Vacation Leave* – Amended: Change Vacation to: 3 weeks after 10 years. And 4 wks.  
 After 20 years. Eliminate 5 & 6 weeks vacation for New hires  
 after 12/1/11 10

Graden shared the following option: after 1 year = 2 weeks  
 10 years = 3 weeks  
 20 years = 4 weeks

This does not affect those under Union Contracts. Treasurer Jenkins asked if we are going to grandfather in Vacation Time for current employees and Kuchar replied yes.

*Personal Days* – Amended: Change 4 days to 2 days per year. ½ day  
 earned each quarter for new hires. Effective 12/1/11 for everyone 11  
 All employees go down to 2 Personal Days per year.

*Funeral Leave* – Amended: Clarify 3 Bereavement days per year 11  
 Kuchar said employees can take as much time as needed for funeral leave as long as they have the time on the books.

*Sick Leave* – Amended: add language to include mental illness, Change  
 Earn 1 day per month to ½ day per month. (6 days per year)  
 Change: take 1 hr. at a time. Effective 12/1/11 for everyone 11

Kuchar stated the reason for changing from 12 Sick Days to 6 is to bring our guidelines in line with other employers and to cut expenses. Employees have a large accumulation of Sick Time that they carry over year to year. Moore asked if there are abuses and Kuchar replied yes and no. Chairman Plunkett replied there is the financial problem with covering so many days off, which in some offices is paid in overtime at time and a half to cover for those who have taken off accumulated time. Graden asked if employees can get paid for sick days after retirement and learned they could do so at \$15/day and can use accumulated sick time to add on to their retirement pension amount. Bathurst replied people will use sick time to their advantage but believes this new change is still a generous package.

**ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Bonnie Branum as follows:**

1. **Ameren Easement -Approval:** Branum reported the committee approved the request from Ameren to relocate a power pole in front of the Highway Department building that services the residential area across the street. Engineer Smith stated to the committee that an agreement from Ameren for an 8 foot easement was reviewed and approved by Assistant State’s Attorney Betsy Wilson. **Motion by Branum, second by Helgen to Approve the Ameren Easement to Install a Utility Pole in front of the Highway Department. All in favor, motion carried. (See Resolution Book 11, pages 177-178).**
2. **Savatran Road Use Agreement-Fillmore Road by Kink’s Korner -Approval:** Branum reported that the committee reviewed a Savatran Road Use Agreement for the Fillmore Road by Kink’s Korner to the Coffeen Road. Savatran LLC is constructing a railroad for the transportation of coal and other products from the Hillsboro Mine owned by Hillsboro Energy. The agreement states that Savatran must use and travel over part of County Highway 8 (Fillmore Trail) for heavy/long vehicle use. Savatran will pay or reimburse the County for the reasonable costs to repair any damage to the road by Savatran during the construction of the railroad within 30 days of invoice. The committee recommended the Savatran Road Use Agreement pending information obtained by Engineer Smith and reported at the Full Board on how many trucking companies are using this road. Branum reported that Savatran is the sole user of this rail. **Motion by Branum, second by Miles to Approve the Savatran Road Use Agreement for Fillmore Trail. All in favor, motion carried. (See Resolution Book 11, pages 179-183).**

- 3. Striping Roads -Update:** Branum reported that Engineer Smith is getting prices for striping roads.
- 4. 2012 Road & Bridge Committee Meeting Dates -Update:** The committee reviewed and approved the Road & Bridge Committee meeting dates for 2012.
- 5. Red Ball Trail Letting Date -Update:** The Red Ball Trail Bid Letting is scheduled for Tuesday, November 1<sup>st</sup>, 2011 at 9:30 a.m. at the County Highway Building.
- 6. Section 08-12122-00-BR, Pitman Township Bridge Bid Opening -Approval:**
  - Halverson Construction Co., Inc., Springfield IL - \$701,494.45
  - Kinney Contactors, Inc., Raymond IL – Corrected Bid of \$464,918.00
  - Yamnitz & Associates, Fieldon, IL – Total Corrected Bid of \$544,331.32**Motion by Branum, second by Bone to Approve the Low Bid for Section 08-12122-00-BR, Pitman Township Bridge to Kinney Contractors, Inc. for \$464,918. All in favor, motion carried.**

**APPROVAL OF 8 COMMITTEE REPORTS & MINUTES:** Motion by Hitchings, second by Miles to approve the 8 committee reports and minutes. All in favor, motion carried.

**ANNOUNCEMENTS:** Chairman Plunkett announced that starting October 1<sup>st</sup> until the Historic Courthouse renovation completion, committee meetings will be at the Annex Building Conference Room behind VAC and Full Board meetings will be held at the Farm Bureau. Those attending should park elsewhere, not in front of downtown businesses. Also, 2011 Flu shots will be available at the next County Board meeting starting at 8:00 am at the Farm Bureau and all County Board members should have received their forms.

Gasparich hopes the Coal Mine will be discussed next month as many people have expressed concern with the permit change on the impoundment site.

Durbin announced an ICRMT Employment Practice Seminar at Crowne Plaza in Springfield in October and encouraged Board members to register.

Merano asked about updates on touring the mine and Deabenderfer responded that Amanda Cole is setting up a tour for Board members in the near future.

**APPOINTMENTS:**

**Motion by Moore, second by Bishop to Approve the Appointment of Mrs. Teri Toberman to the Coffeen Fire Protection District for a Three Year Term which Expires April 30<sup>th</sup>, 2014. All in favor, motion carried.**

**PAY BILLS:**

- 1. Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Hitchings, second by Bathurst to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 19, Against – 0, Absent – 1, Abstain -1 (Moore). Motion carried.
- 2. Motion by Blankenship, second by Wendel to pay all other approved bills. All in favor, motion carried.** For itemized listing of bills paid, refer to Accounts Payable Book for FY 2011.

**ADJOURN:** Until the Full Board Meeting on Tuesday, October 11<sup>th</sup>, 2011 at 8:30 a.m. at the Farm Bureau Building, Hillsboro, Illinois.

**Motion by Branum, second by Durbin to adjourn the Full Board Meeting. All in favor, motion carried.**

Meeting adjourned at 10:10 a.m.

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

**Montgomery County Board  
Minutes**

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**For Tuesday, October 11<sup>th</sup>, 2011 – 8:30 AM**

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, October 11<sup>th</sup>, 2011 in the Farm Bureau Building, Hillsboro, Illinois.

**The meeting was called to order by County Board Chairman Mike Plunkett at 8:30 AM.**

**Roll call was taken. 19 members present, 2 members absent.**

**Members Present:** Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Bonnie Branum, Robert Durbin, Joe Gasparich, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Sharon Kuchar, Scott Merano, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams.

**Members Absent:** Ronald Deabenderfer, Frank Komor

**Pledge of Allegiance to the flag was given.**

**Mileage and Per Diem Approval:**

**Motion by Wendel, second by Miles to approve the mileage and per diem. All in favor, motion carried.**

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

**Motion by Hertel, second by Bishop to approve the Minutes of the Previously Adjourned County Board Meeting held on Tuesday, September 13<sup>th</sup>, 2011. All in favor, motion carried.**

**CONSENT AGENDA:**

1. **Chief Assessment Officer's Report** – Ray Durston was present for questions.
2. **Circuit Clerk's Report** – Holly Lemons was present for questions.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions.
4. **County Treasurer's Report** – Ron Jenkins was present for questions and announced that due to Historic Courthouse renovations, the Annual Delinquent Tax Sale will take place at the Public Health Department on October 31<sup>st</sup>, 2011.
5. **G.I.S. Coordinator's Report** – was submitted.
6. **Health Department Report** – Hugh Satterlee was present for questions.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – was submitted.
10. **T.B. Department Report** – was submitted.
11. **V.A.C. Report** – *Including Annual Report* - Dave Strowmatt was present for questions and announced that 2012 Veterans Assistance Commission Board meeting dates have been confirmed.

**APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA: Motion by Bathurst, second by Kuchar to approve the 11 items on the Consent Agenda. All in favor, motion carried.**

**COMMITTEE REPORTS:**

**COORDINATING COMMITTEE REPORT:** Chairman Plunkett thanked the Montgomery County Farm Bureau for their hospitality in providing their meeting room for the Full Board meetings. He also announced there would not be a Coal Mine presentation today because the company representatives reported they are getting ready for an IDNR Public Hearing tonight. Many County Board Committee Chairmen were part of a Mine Tour hosted by the Mine recently, and Deer Run Mine representatives stated they will give a presentation at an upcoming meeting.

- 1. Frequency for Bidding Out Professional Services -Approval:** Chairman Plunkett reported that the Coordinating committee discussed the frequency for bidding out Professional services for Insurances and Auditing. **Motion by Bone, second by Wendel to Approve Property Casualty and Workers' Compensation Insurance Request for Proposals every 5 Years, Request For Proposal for Auditing Services every 4 Years, Health Insurance Request For Proposal every 5 Years. All in favor, motion carried.** Chairman Plunkett stated we can request for proposals anytime in between these years if circumstances warrant and reported that Property Casualty and Workers' Compensation Insurance proposals were received this year and Auditors are on a 2-year cycle with 1 year remaining.
- 2. "RULES OF ORDER" Changes -Update:** Chairman Plunkett stated the "Rules of Order" has been updated for accuracy. Among those changes was to add Rule #34 regarding mileage reimbursement that was voted on last month and committee assignments for Bathurst and Merano were also updated. New handouts reflecting the changes were in the board packets.
- 3. West Central Development By-Laws Amendment -Approval:** West Central Development submitted a change in their by-laws for "Conflict of Interest". Chairman Plunkett stated members who have a conflict of interest would refrain from voting. **Motion by Kuchar, second by Merano to Agree with the "Conflict of Interest" Statement Added to the West Central Development By-Laws. All in favor, motion carried.**
- 4. Jackie Rakers with Village of Ohlman – Nuisance Ordinance Concerns -Update:** Ohlman Village Trustee Jackie Rakers and Village President Dennis Aumann were in attendance at the County Board meeting seeking advice and guidance in enforcing their Nuisance Ordinance. Rakers reported the Village of Ohlman has a population of 135 and is operating in the red with revenues of \$17,800 and expenses of \$29,200. She stated they are having a difficult time enforcing ordinances and explained in the past they have gone to court and won the case, but never collected on the fines and are now at a loss on what to do. They don't have a police officer and it is not financially feasible to hire an attorney. Rakers asked the County Board if Ohlman could work with the Montgomery County Sheriff's office for them to help the Village with citations and collection of fines. She spoke of abandoned cars and properties and has checked with EPA Inspector Bill Gonet for assistance as well. Chairman Plunkett stated he would like to set up a meeting with the Village, the Sheriff, State's Attorney and Treasurer's office to see if the County can help the situation. He also suggested holding a forum with the county's 20 municipalities to come up with effective ways in dealing with nuisance problems. Board member Chuck Graden from Nokomis also volunteered to attend the meeting to help address the issue.

**BUILDING AND GROUNDS COMMITTEE REPORT: Given by Chairman Terry Bone as follows:**

- 1. Historic Courthouse Renovations -Approval:** Chairman Bone reported that Korte & Luitjohan Contractors are in the demolition stage on the second floor and some of the walls have been removed, with abatement on the floors to start next week. A meeting was held on October 4th, 2011 with IT Representative Bill Purcell and the contractors regarding the data lines in the Historic Courthouse. The HVAC installers were here on October 6<sup>th</sup> to measure and will start the replacement of the new air conditioners after the floor abatement. Lance will need to get with Engineer Ritter to see what cables will need to go into the storage closet in the County Clerk's office and how much space will be affected. The committee also discussed the need to Committee Chairman Bone to have limited decision making for small changes that may need to take place during the Historic Courthouse renovation to keep the project moving. The Committee approved that Chairman Bone will make decisions on change orders under \$5,000 and also will have Coordinator Daniels notify committee members of these changes. Lance would like to have meetings with the contractor twice a month and will report after each

meeting. Korte & Luitjohan and tradesmen met on Tuesday morning regarding the Project Labor Agreement. **Motion by Bone, second by Hitchings that Chairman Bone Can Approve Change Orders up to \$5,000 on the Historic Courthouse Renovations. All in favor, motion carried.** Under the "Rules of Order" any purchase over \$5000 requires Full Board approval. Helgen asked if a \$5000 change order approval will be a one-time occurrence, and Bone replied there is a 10% contingency factored in to the Historic Courthouse Renovation costs.

2. **Cleaning Issues -Update:** Bone reported the committee went into Executive Session to discuss a cleaning issues problem in the County Clerk's office however the issue has been corrected per the Sheriff.
3. **Maintenance Issues and Report:**
  - **Bid out Handicap Lift -Update:** Bone stated the committee discussed the need to sell the Handicap Lift on the second floor since raising the floor and getting a new elevator would eliminate the need for the lift. The committee approved to bid out the Handicap Lift, and bids will be opened at the next Building and Grounds committee meeting.
4. **Air Conditioning at Courthouse Complex -Update:** Bone reported the committee discussed the need to replace the Air Conditioning unit at the Courthouse Complex, at a cost of \$75,000 to \$80,000. Coordinator Daniels checked on a DCEO rebate program that is available for energy efficient units to help with 10% to 20% of the cost depending on the energy efficiency of the unit. There is \$80,000 in the Budget for tuck pointing the Historic Courthouse which could be used instead for the air conditioning at the Courthouse Complex. Instead, the committee discussed replacing the air conditioning at the Courthouse Complex next year and to wait on the tuck pointing at the Historic Courthouse. The committee also discussed the possibility of changing the compressors and the way they are set up since the system we have hasn't worked very well in the last few years. The air conditioner staging has been changed to the 2<sup>nd</sup> and 3<sup>rd</sup> compressor since Compressor #1 is down. Bone stated these compressors can handle the load during cooler weather, and said the life expectancy of air conditioning units is 15 years, which we are exceeding now. He reported we will look for grant money and the committee will discuss air conditioning and compressor replacement again in January, 2012.
5. **Parking Lot at 141 N. Main, Hillsboro -Update:** Bone reported plans are on hold for the parking lot renovation because Dr. Mekala informed the committee he will not add on to his building at this time and has agreed that the parking lot can stay as it is for now. Engineer Smith has designed a parking lot for the newly acquired lot and the County Highway employees will cut out a tree stump and clean up a dirt hill. Space will be made between the parking lot and the house next to it.
6. **New Carpet in County Clerk's Office -Approval:** Bone stated the committee discussed the 20 year old carpet in the County Clerk's Office, and stated there are several areas that are torn and frayed, and the worn out areas in the front area where the ceiling collapsed has gotten much worse. The committee agreed that the carpeting needs to be replaced at this time at a cost estimated at \$5,000 to \$6,000. **Motion by Bone, second by Graden to Approve New Carpet in the County Clerk's Office at \$5,000 - \$6,000 out of Building and Grounds Budget. All in favor, motion carried.**

**ECONOMIC DEVELOPMENT COMMITTEE REPORT: Given by Vice Chairman Jarod Hitchings as follows:**

1. **County Comprehensive Plan -Update:** Hitchings stated the next Comprehensive Planning meeting is October 13<sup>th</sup> at 5:30 p.m. at the U of I Extension office. The goal is to have the agenda out October 6<sup>th</sup> and to finalize the first half of the plan at that meeting. Chairman Plunkett reported that U of I Extension has called to say they have hired an outside consultant to complete the plan by the end of December 2011.

2. **MCEDC -Update:** Hitchings reported Erica Kennett from Edwardsville has been hired as the Montgomery County Economic Development Corporation Executive Director effective November 1<sup>st</sup>, 2011. Tonya Flannery has been serving as an intern for MCEDC through her SIU-E master's degree program and has been working out very well. The MCEDC Summit will be held on Wednesday, October 26<sup>th</sup> at LLCC in Litchfield starting at 5:30 p.m.
3. **Enterprise Zone -Update:** Hitchings stated the annual Enterprise Zone meeting is scheduled for Wednesday, November 2<sup>nd</sup> at 7:00 p.m. at the Annex Conference room, and all 10 mayors in the Enterprise Zone will be invited.
4. **Resolution to Adopt the West Central Development Council Economic Development Planning Report -Approval:** Hitchings reported that Deabenderfer has reviewed the Planning Report and found a few grammatical and spelling errors that West Central Development will change. **Motion by Hitchings, second by Merano to Approve the Resolution to Adopt the West Central Council Economic Development Annual Planning Report. All in favor, motion carried. (See Resolution Book 11, page 184).**
5. **Revised NAGS Agreement -Approval:** Hitchings reported that Deabenderfer met with NAGS representative Ken Schaal regarding the Butler Rail Trail and has made a few revisions to the Natural Area Guardians Agreement. In this new agreement, NAGS names the trail Arches Rail Trail and will have a \$1 Million Insurance Cap per occurrence. The State's Attorney office has also reviewed and approved this agreement. **Motion by Hitchings, second by Beck to approve the revised NAGS Caretaker Lease Agreement with Montgomery County. All in favor, motion carried. (See Resolution Book 11, pages 185-188).**

**EMA/AMBULANCE COMMITTEE REPORT: Given by Chairman Jim Moore as follows:**

**Ambulance Call Reports:**

A summary of monthly operations for **September 2011** are as follows:

**Total calls: 325      Total amount billed: \$189,110.10      Amount collected: \$98,659.55**

**AMBULANCE REPORT:**

1. **Collections -Update:** Total Collections for **September** are **\$98,998.55**. (New system - \$98,659.55, Old system - \$339.00)
2. **Five Ambulance District's Contracts – 2011 and 2012 -Update:** Moore stated that EMA Director Holmes has been working on receiving the contracts back for the 5 Ambulance districts. Holmes reported to the committee that no one knows who wrote up the contracts originally and that she had been waiting on the Treasurer's office for language on contracts regarding the insurance certificate requirement. Assistant State's Attorney Wilson reviewed the contracts and changed some language, and these revised contracts will be mailed to the Ambulance Districts with an explanation as to why they are late in getting out and that we need for them to supply us with an Insurance Certificate showing us as "Additional Insured". These 2011 contracts will expire on November 30<sup>th</sup>, 2011, and Holmes told committee members that the 2011 contracts should be signed by each district and back to us by October 28th, 2011.

**EMA:**

1. **IEMA Conference -Update:** While attending the IEMA Conference, Director Holmes learned that each County will not have to do a full scale exercise every year. Moore reported that Holmes is trying to find a good price on cots and supplies.
2. **EMA Truck/County Funds for MABAS/HazMat -Update:** Moore reported that there was a request from MABAS to use the County EMA vehicle to go to a meeting but that equipment was not needed to be delivered. Moore stated that the EMA vehicle should only leave the County when MABAS deploys the HazMat team to another county or state. The 2006 EMA truck currently has 19,000 miles, and Moore stated that the truck needs to remain here to be used for its main purpose unless qualifying MABAS needs arise.

3. **Generators for Shelters -Update:** Moore reported that 4 out of 6 generators have been delivered to the shelter sites around the County and that the last two generators for Waggoner and Taylor Springs were delivered last week.
4. **2012 Exercise -Update:** Moore reported that two meetings have been held for planning the 2012 Exercise.

**FINANCE COMMITTEE REPORT: Given by Chairman George Blankenship as follows:**

1. **Employee Severance Packages -Approval:** Blankenship reported Treasurer Jenkins presented informative reports to the committee regarding different Severance/Buy-out options, and board members reviewed the packet of information regarding the Severance Package. Assistant State's Attorney Wilson has reviewed and approved of all the documents, and the severance package will be offered to employees who are age 55 and older with 20 years or more of service. Health insurance benefits will continue until age 65 with the employee paying the rate other employees pay. The buyout will be 1 week of pay for each year of service and will be paid in one lump sum, which will be a one-time offer that will likely never happen again. The "Employee Option to Participate" form will be distributed to the Office Holders after the Full Board meeting so they can get it to employees who are eligible in their respective offices. Also, IMRF representatives are scheduled to be at county sites on October 18<sup>th</sup> and 20<sup>th</sup> to speak to eligible employees. Blankenship pointed out there will be substantial savings to the County through this severance package, and Moore asked how many years will pass before full savings are realized, and Treasurer Jenkins explained everything is calculated based on each individual. The savings would be from now until each participating employee reaches age 65, and there is a two year recoup of money from the buy-out, and then there would be a substantial savings per year. The assumption made in the Severance Plan is that all positions would be filled again, but Jenkins stated some office holders have indicated that some positions would not be filled so the savings would be more. **Motion by Blankenship, second by Beck to Offer an Employee Voluntary Severance Package. Roll Call Vote: Ayes - 19, Nays – 0, Absent – 2 (Deabenderfer, Komor). Motion carried. (For copy, see Resolution Book 11, pages 189-204).**
2. **Resolution and Contract with Joe Meyer & Associates as the County Tax Agent -Approval:** Blankenship reported that he and Chairman Plunkett, Treasurer Jenkins, County Clerk Leitheiser and Assistant State's Attorney Wilson had a very informative meeting with Joe Meyer to discuss the services he can provide for the Tax Agent for the County. Mr. Meyer's business already is the Tax Agent for over 80 counties in Illinois, and Assistant State's Attorney Wilson reviewed and approved the Resolution and Contract with Joe Meyer and Associates to perform the duties of the County Tax Agent. Chairman Plunkett stated that Mr. Meyer has an incredible amount of knowledge and we will be getting an excellent quality tax agent. **Motion by Blankenship, second by Miles to Approve the Resolution and Contract with Joe Meyer & Associates as the County Tax Agent. All in favor, motion carried. (For copy, see Resolution Book 11, pages 205-211).**
3. **Convey Interest for Parcel ID #16-13-326-005 to the Village of Taylor Springs -Approval:** Blankenship reported that Assistant State's Attorney Wilson reviewed and approved the documents to convey the County's Interest for Parcel ID #16-13-326-005 to the Village of Taylor Springs, with Taylor Spring paying the required fees for transfer. Blankenship stated this is the old Country Squire property at the intersections of Rt. 185 and Rt. 127. Hertel asked about the total amount of fees, and Treasurer Jenkins stated the fees will total from \$600 to \$700 and will go to the County Trustee account. **Motion by Blankenship, second by Branum to Convey the County Interest on Parcel ID #16-13-326-005 to the Village of Taylor Springs. All in favor, motion carried. (For copies of Resolutions and Deeds, see Resolution Book 11, pages 212-221).**



4. **FY2012 Budget Changes and Recommendations -Update:** Blankenship reported that Nokomis Ambulance Budget had a slight change to their portion of the Budget, and the committee also discussed checking on the remaining Sheriff's cars in the Reserve for Capital Improvement fund. There will be five new Sheriff's vehicles purchased in the FY2011 Budget, and the remaining vehicles would be considered for at the end of FY2012 to be purchased from FY2013 Budget.
5. **Adopt FY2012 Levy -Approval:** Blankenship reported the committee discussed approving the FY2012 aggregate Levy in the amount of \$4,394,606 which is a 4.9779% increase. All individual levies will be approved at the November, 2011 Full Board meeting. **Motion by Blankenship, second by Durbin to Approve the Fiscal Year 2012 Aggregate Levy in the Amount of \$4,394,606 which is a 4.9779% Increase over Last Year's Levy. All in favor, motion carried.**

**HWE COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:**

1. **Elections -Update:** Durbin reported that County Clerk Leitheiser informed the committee that petitions are now available for circulation for the March 20<sup>th</sup>, 2012 General Primary Election. She shared information with the committee regarding a grant that is available through the Help America Vote Act and Illinois State Board of Elections for \$2,200 which could cover handicap parking signs and new striping of parking spaces. The committee approved that Leitheiser apply for and use the grant funds for handicap accessible items needed at the polling places.
2. **Recycling Program and Events:**
  - Durbin reported the Recycling trailer was moved and ready for concrete work and construction of the new office. The trailer will be put out for bid once the new office is complete.
  - Recycling containers are now supplied to Hillsboro High School sports events to collect plastics.
3. **EPA Report -Update:** Durbin reported that EPA Inspector Gonet informed the committee that the Township tire cleanup resulted in about 1,000 used tires. Gonet shared with the committee regarding regulations overseeing clean construction and demolition debris. Durbin said that changes are needed to accommodate the leachate collection system to the City of Litchfield to treat the waste, and the committee feels this permit modification must be approved by the County Board.
4. **Landfill Presentation -Approval:** Durbin reported that the Litchfield-Hillsboro Landfill has filed a permit application for modification to some of the permitted areas of the landfill. The Illinois Environmental Protection Agency (IEPA) is reviewing this application and will need a letter from the County Board stating that they have approved this revision. Envotech-Illinois LLC Representative and Feezor Engineering President Daniel Feezor gave a presentation to the Full Board outlining the proposed alterations to the Litchfield-Hillsboro Landfill liner and top of final cover grading plans. The revised design is generally consistent with what was presented in the expansion sited within the January 10, 1989 Siting Application. Feezor explained that changes in the design of the landfill will not require additional local siting approval if the following conditions are met:
  - The overall waste boundary is not increased or expanded horizontally.
  - The maximum slopes on the liner and final cover will be 3(Horizontal):1(Vertical).
  - The lowest top of liner elevation is no lower than the minimum currently permitted top of liner elevation. (Some liner elevations may be lower than permitted, but none lower than the minimum permitted elevation.)
  - The highest top of final cover elevation is no higher than the maximum currently permitted top of liner elevation. (Some final cover elevations may be higher than permitted, but none higher than the maximum permitted elevation.)

- Any changes in the design will be permitted by the IEPA.

Feezor presented maps of the landfill for the Board to review the modifications. He stated the base at 602 feet will raise to 603 feet, maximum elevation is the same at 723 feet, slopes will be kept the same at 3:1, will have narrower cells, 4 sumps will be used instead of 2 for leachate seepage, and cells will have the same air space or volume of trash in space. Graden asked about the depth of the trash and Feezor replied 122 feet is the maximum depth. Chairman Plunkett offered to give members a month to review the Landfill's request and consider approval at next month's meeting. Gasparich asked if all of the landfill is in Montgomery County's jurisdiction and if the City of Litchfield has a say in the decision. Plunkett stated the landfill is outside of city limits, but asked Litchfield City Administrator Andy Ritchie, who was in attendance, for his input. Ritchie stated the revisions would make leachate collection easier. The Litchfield City Council has approved the contract to treat the leachate with 30 years of collection left. Hertel asked EPA Inspector Bill Gonet if the modifications are good in his opinion, and Gonet replied affirmatively. Division Manager of Roxana and Envotech Landfill representative Randy Tourville offered to answer any questions the Board may have on this process. Bathurst stated that since the footprint would be smaller, she sees no problem and doesn't expect county residents to have a problem either. Ritchie stated the leachate collection process was reviewed and approved by the City, but not the footprint, and stated that Litchfield is satisfied. **Motion by Durbin, second by Hitchings to Accept the Changes highlighted in the Landfill's Presentation and Write a Letter to IEPA in Support of the Litchfield-Hillsboro Landfill Modifications. Voice Vote: 18 members – Yes, 1 (Gasparich) – No. Motion carried. (See Resolution Book 11, pages 222-230).**

#### **5. Animal Control Facility and Program:**

- **Animal Control Intake Summary -Update:** Durbin reported the intake for the month of September was 21 dogs and 14 cats for a total of 35 animals. There were 7 animals claimed, 7 adopted, 22 that went to rescue and 3 that were euthanized for a total of 39 leaving the facility.
- **Storage Shed -Update:** The facility will be getting a used storage shed for \$1,200.
- **Rabies Clinic -Update:** Durbin stated a rabies clinic is scheduled for Saturday, November 5<sup>th</sup>, starting at 1:30 pm at the facility. Dr. Probst will administer the shots at a cost of \$10 each and will offer parvo/distemper shots for the same price. The Pet Population Control fund will be used to pay for the rabies shots for low income qualifying pet owners for up to 3 pets per household. Pet owners will still have to pay the registration fees of \$5 or \$15 per animal.
- **Microchip Clinic -Update:** Durbin stated the County is checking with PAWS to see if they will pay \$5.00 of the \$15.00 microchip fee at a microchip clinic planned for the fall.
- **Low Income Spay/Neuter -Update:** Durbin stated Animal Control will offer a \$50 voucher for spay/neuter of 1 animal per low income household. Moore asked if the County is using taxpayer's money for the \$50 voucher, and Chairman Plunkett said by State law we must collect funds to be used to control pet population. Coordinator Daniels explained that when the public purchases Rabies Certificates there is a \$10 difference if their pet is not sterilized and these funds are collected and placed in the Pet Population Control fund. Currently, there are enough funds to offer the voucher program for low income residents, which prompted this effort.

#### **6. Property Casualty and Workers' Compensation Insurance Recommendation -Approval:**

Durbin reported that Consultant Tom Couch reviewed his recommendation handout with the committee. One of the recommendations from Couch was that ICRMT broker Paul Hamrock provides proof of Errors and Omissions Insurance as part of his service to the County. After

reviewing the two best combinations, the committee wanted more input regarding IPRF (Illinois Public Risk Fund), which is a very large Workers' Compensation carrier that insures many public operations besides counties and gets a much larger pool of workers to spread the Workers' Compensation risk. Treasurer Jenkins reported to the committee that he has checked with other counties that have IPRF for Workers' Compensation and they are very satisfied and IPRF's financials are strong and assets are in good shape. IPRF also gives grants to their clients for Risk Management training and programs. The budgeted amount for Workers' Compensation and Property/Casualty Insurance is over \$343,000, and after discussing all the options, the committee decided to recommend ICRMT for the Property Casualty Insurance and Illinois Public Risk Fund for the Workers' Compensation insurance with the Cameron-Weis Insurance Agency. The total premium for both services will be \$273,148.00. Chairman Plunkett stated that we have had ICRMT for both Property/Casualty and Workers' Compensation Insurance for the last 25 years, but have the ability to split them up as ICRMT was not the low bidder for Workers' Compensation. He stated that our savings will be \$70,000 with ICRMT for Property Casualty Insurance and IPRF for Workers' Compensation with agent Jeff Weis. Jeff Weis, who is also President of Cameron-Weis Insurance Agency, addressed the Board by stating that this company has over \$30 Million in assets and have insured public entities for the past 20 years. Durbin made a motion and Helgen seconded it to accept proposals from Illinois Public Risk Fund (IPRF) for Workers' Compensation with Cameron-Weis Insurance Agency, LLC DBA Affiliated Insurance Agencies, and from Illinois Counties Risk Management Trust (ICRMT) for Property Casualty Insurance with Paul Hamrock as Broker, for a total premium of \$273,148.00. Kuchar addressed the Board before approving the proposals, and asked if Consultant Couch had a conflict of interest since he worked for ICRMT when he stated he had not represented ICRMT before being retained for these services. Kuchar stated that this issue should be looked into further before approving the insurance companies. Graden stated if this is the case then we should not follow Couch's recommendations. Bathurst stated she thought Couch was very thorough with numbers, data and facts that spoke for themselves and she did not get an impression that he was self-serving. Chairman Plunkett stated he doesn't think there is a problem even though an appearance of a conflict of interest does not look good since Couch has nothing financially to gain. Plunkett stated our contract with Couch is \$5000 and we could hold the balance of \$3000 until Couch answers questions about his affiliation with ICRMT. The County's insurance renewal date is December 1<sup>st</sup>, 2011 and Jeff Weis would need a decision made soon. Bone stated the bottom line is that we are saving \$65,000 by bidding this out. Miles stated he does not feel there is a conflict of interest and informed the Board that Couch told the committee he did represent insurance companies to other counties. Bathurst stated ICRMT came down \$20,000 in their proposal since the bidding process was followed. Treasurer Jenkins said ICRMT didn't bid the full payroll, and stated we should look at the scenario and ask IPRF why they bid \$50,000 less. Jenkins doesn't know if Couch has a conflict of interest but that Couch gave us a good recommendation and breakdown on figures with everything done professionally so he believes we should proceed since there is no time to re-bid. Merano asked if we have time to talk to Couch. Plunkett stated we can look at this next month but the deadline is approaching. Bone asked if we could question him before making a decision. Jenkins stated there are so many bid documents to review. Plunkett said he still feels comfortable in going with HWE's recommendation and approving this proposal today. Merano asked if we could amend the motion and if the County Board could meet and volunteer to talk to Mr. Couch at no cost to the County. Plunkett stated the motion cannot be amended only part of the original motion, but a motion to table can be made. Hertel asked if we could meet with Mr. Couch, and Plunkett responded the HWE committee could meet with him at their regular meeting. Committee members Miles and Bathurst have no problem with the recommendation from Mr. Couch and suggested we have Couch write a letter to clarify things for the next meeting. Kuchar believes he needs to answer in person.

**Motion by Merano, second by Kuchar to Table the Decision on Property Casualty and Workers' Compensation Insurance.** Chairman Plunkett did not vote. **Roll Call Vote: Ayes**

- 6, Nays – 11, Present – 1, Absent – 2. *Those Voting Aye:* Bone, Gasparich, Graden, Kuchar, Merano, Moore. *Those Voting Nay:* Bathurst, Beck, Bishop, Blankenship, Branum, Helgen, Hertel, Hitchings, Miles, Wendel, Williams. *Those Voting Present:* Durbin. *Those Absent:* Deabenderfer, Komor. Motion failed.

Motion by Durbin, second by Helgen to Accept Proposals from Illinois Public Risk Fund (IPRF) for Workers' Compensation with Cameron-Weis Insurance Agency, LLC DBA Affiliated Insurance Agencies, and from Illinois Counties Risk Management Trust (ICRMT) for Property Casualty Insurance with Paul Hamrock as Broker, contingent on Providing Errors and Omissions, for a Total Premium of \$273,148.00. Chairman Plunkett stated he will vote. Roll Call Vote: Ayes - 14, Nays – 4, Present – 1, Absent – 2. *Those Voting Aye:* Bathurst, Beck, Bishop, Blankenship, Bone, Branum, Helgen, Hertel, Hitchings, Miles, Moore, Plunkett, Wendel, Williams. *Those Voting Nay:* Gasparich, Graden, Kuchar, Merano. *Those Voting Present:* Durbin, *Those Absent:* Deabenderfer, Komor. Motion carried.

6. UCCI Seminar -Update: Durbin reported that UCCI will host a dinner at the Lincoln Museum on October 28<sup>th</sup> at 6:00 p.m. The deadline to register is October 18<sup>th</sup>, 2011.

**PERSONNEL COMMITTEE REPORT: Given by Chairman Sharon Kuchar as follows:**

1. **ICRMT Employment Practices Seminar -Update:** Kuchar announced a seminar hosted by the Illinois Counties Risk Management Trust regarding Employment Practices will be held on Thursday, October 13<sup>th</sup>, 2011 at the Crowne Plaza in Springfield.
2. **Holiday Schedule for 2012 -Approval:** Kuchar stated the committee reviewed the list of holidays in 2012 that are observed each year. There will be a General Election in November, 2012 so that will be added to the holiday schedule, so there will be 13 days observed in 2012. The committee approved the following holidays for 2012.
  - January 2, 2012                                New Year's Day (Observed)
  - January 16, 2012                             Martin Luther King Jr. Day
  - February 20, 2012                          President's Day
  - April 6, 2012                                  Good Friday
  - May 28, 2012                                  Memorial Day
  - July 4, 2012                                   Independence Day
  - September 3, 2012                          Labor Day
  - October 8, 2012                              Columbus Day
  - November 6, 2012                           Election Day
  - November 12, 2012                         Veteran's Day (Observed)
  - November 22, 2012                         Thanksgiving Day
  - November 23, 2012                         Day after Thanksgiving
  - December 25, 2012                         Christmas Day

**Motion by Kuchar, second by Graden to approve the 2012 Holiday Schedule. All in favor, motion carried. (See Resolution Book 11, page 231).**

3. **Employee Christmas Luncheon -Update:** Kuchar announced the employee Christmas Luncheon will be held on Thursday, December 15<sup>th</sup>, 2011. Due to the renovations taking place at the Historic Courthouse, the luncheon will be held in the fellowship hall at St. Paul's Lutheran Church on Main Street in Hillsboro.
4. **Special Personnel Meeting to discuss Personnel Manual -Update:** Kuchar stated the committee discussed the need to have a special meeting after work hours to discuss the proposed changes to the Personnel Manual. The Special Meeting to discuss the Personnel Manual will be held on Wednesday, October 12<sup>th</sup>, 2011 at 4:15 pm in Courtroom #3 on the second floor at the Courthouse Complex.

**ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Bonnie Branum as follows:**

- 1. Striping Roads -Approval:** Branum stated striping roads was discussed at the committee meeting. Engineer Smith had a few proposals for striping the County roads and the committee recommends going with the lowest proposal. The committee discussed cleaning up the striping unit and put it out for bid, and Engineer Smith suggested doing the striping each year as a maintenance item as part of the MFT funds. **Motion by Branum, second by Helgen to Approve the Lowest Proposal to Stripe approximately 80,000 Linear Feet of County Roads at \$.12 - \$.15 per linear foot. All in favor, motion carried. Motion by Branum, second by Graden to Sell the Used Striping Machine. All in favor, motion carried.**
- 2. Resolution #2011-09: Resolution to Appropriate Funds for 1090 B-CA, Coalfield Ave., Pitman Road District, 50%RD – 50% County Project -Approval:** Total Project Cost is \$21,000.00. Road District and County each \$10,500.00. **Motion by Branum, second by Williams to Approve Resolution #2011-09 to Appropriate Funds for 1090 B-CA, Coalfield Ave., Pitman Road District, 50%RD – 50% County Project. Total Project Cost is \$21,000.00. County's Share is \$10,500.00. All in favor, motion carried. (For Copy of Resolution, See Book 11, pages 232-233).**
- 3. New Tandem Truck Purchase -Approval:** Engineer Smith reported to the committee on the prices from the State Bid for a new Tandem Truck. The committee also would like for the old truck to be used as a trade in. The state bid has a 2012 International Harvester tandem truck for approximately \$102,156.00, which will include the truck bed. **Motion by Branum, second by Bone to Approve the Purchase of a 2012 - IH 7400 Tandem Truck from State Bid in the Amount of \$102,156. All in favor, motion carried.**
- 4. Red Ball Trail Letting Date -Update:** Branum stated the Red Ball Trail Bid Letting is scheduled for Tuesday, November 1<sup>st</sup>, 2011 at 9:30 a.m. at the County Highway Building.
- 5. Bridge Inspection Class for Assistant Engineer -Update:** Branum reported that the committee discussed paying for Assistant Engineer Sefton to be certified to help Engineer Smith with inspecting the County bridges, which would require him to attend a 10 day Bridge Inspection Class at a cost of \$1,500. This certification would allow both Engineer Smith and Assistant Engineer Sefton to inspect County bridges. The committee approved Assistant Engineer Sefton becoming certified through the 10 day Bridge Inspection Class for \$1,500.

**APPROVAL OF 8 COMMITTEE REPORTS & MINUTES: Motion by Bathurst, second by Gasparich to approve the 8 committee reports and minutes. All in favor, motion carried.**

**ANNOUNCEMENTS:** Chairman Plunkett read a letter from the Hillsboro Free Methodist Church thanking the County Board for providing generators for the disaster shelters in the County. Plunkett also announced the following upcoming meetings:

1. The Special Meeting to discuss the Personnel Manual will be held on Wednesday, October 12<sup>th</sup>, 2011 at 4:15 pm at the Courts Complex Building in Courtroom #3 on the second floor.
2. The MCEDC Summit is Wednesday, October 26<sup>th</sup> at LLCC in Litchfield starting at 5:30 p.m.
3. The annual Enterprise Zone meeting is scheduled for Wednesday, November 2<sup>nd</sup> at 7:00 p.m. at the Annex Conference room.

**PAY BILLS:**

- 1. Approval to Pay Any Invoices from Adams, PC or Books & Moore: Motion by Bishop, second by Miles to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 18, Against – 0, Absent – 2, Abstain -1 (Moore). Motion carried.**

**2. Motion by Blankenship, second by Wendel to pay all other approved bills. All in favor, motion carried.** For itemized listing of bills paid, refer to Accounts Payable Book for FY 2011.

**RECESS: Until the Full Board Meeting on *Tuesday, November 8<sup>th</sup>, 2011 at 8:30 a.m.* at the Farm Bureau Building, Hillsboro, Illinois.**

**Motion by Branum, second by Merano to adjourn the Full Board Meeting. All in favor, motion carried.**

Meeting adjourned at 10:12 a.m.

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

**Montgomery County Board  
Minutes**

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**For Tuesday, November 8<sup>th</sup>, 2011 – 8:30 AM**

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, November 8<sup>th</sup>, 2011 in the Farm Bureau Building, Hillsboro, Illinois.

**The meeting was called to order by County Board Chairman Mike Plunkett at 8:30 AM.**

**Roll call was taken. 20 members present, 1 member absent.**

**Members Present:** Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Bonnie Branum, Ronald Deabenderfer, Robert Durbin, Joe Gasparich, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Sharon Kuchar, Scott Merano, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams.

**Members Absent:** Frank Komor

**Pledge of Allegiance to the flag was given.** Chairman Plunkett asked Dave Strowmatt to lead the Pledge in honor of Veterans' Day this Friday.

**Mileage and Per Diem Approval:**

**Motion by Bishop, second by Wendel to approve the mileage and per diem. All in favor, motion carried.**

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

**Motion by Hertel, second by Kuchar to approve the Minutes of the Previously County Board Meeting held on Tuesday, October 11<sup>th</sup>, 2011. All in favor, motion carried.**

**CONSENT AGENDA:**

1. **Chief Assessment Officer's Report** – was submitted.
2. **Circuit Clerk's Report** – was submitted.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions and announced the filing period for the March 20<sup>th</sup>, 2012 General Primary Election to begin Monday, November 28<sup>th</sup> at 8:00 a.m. – 5:00 p.m. through December 5<sup>th</sup>.
4. **County Treasurer's Report** – Ron Jenkins was present for questions.
5. **G.I.S. Coordinator's Report** – was submitted.
6. **Health Department Report** – Hugh Satterlee was present for questions.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – Jim Vazzi was present for questions. Hertel asked about the inmate population at the jail on weekends including females and Vazzi replied about 35-40 inmates were there, and the jail holds 6 females but currently has 7 females there.
10. **T.B. Department Report** – was submitted.
11. **V.A.C. Report** – Dave Strowmatt was present for questions.

**APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA:** Motion by Merano, second by Miles to approve the 11 items on the Consent Agenda. All in favor, motion carried.

**COMMITTEE REPORTS:**

**COORDINATING COMMITTEE REPORT:**

1. **Village of Ohlman Nuisance Ordinance Violation Concerns -Update:** Chairman Plunkett, Treasurer Jenkins, EPA Inspector Bill Gonet, State's Attorney Chris Matoush, Sheriff Vazzi, Chris Daniels and board member Chuck Graden met with Village President Dennis Aumann, Jackie Rakers and Jim Curd of the Village of Ohlman on Monday, Oct. 24<sup>th</sup>, 2011. Last month the Village came to the Full Board meeting and asked for help with nuisance ordinance issues. Chairman Plunkett stated the State police can help with their vehicles, and they were given advice to restructure their ordinance. He believes they now have direction to take care of their problems.

2. **2012 Montgomery County Full Board Meeting Dates and Time -Update:** The Committee approved Full Board meetings on the 2<sup>nd</sup> Tuesday of each month at 8:30 a.m.
3. **2012 Coordinating Committee Meeting Dates and Time -Update:** The Coordinating Committee approved their meetings on the last Tuesday of each month at 5:30 p.m. with December's meeting changed to Wednesday the 26<sup>th</sup>.
4. **Resignation of Regional Office of Education Superintendent Tom Campbell –Approval Motions at end of meeting:** Chairman Plunkett reported that he received a letter of resignation from Tom Campbell and a copy was given in each board member's packet. (See **Resolution Book 11, pages 234-235**). According to Campbell's letter, the issues between the State budget and the Regional Office of Education have resulted in his resignation. Plunkett stated by law we have 60 days to find a replacement and there is much at stake as funding will stop at the end of December 2011. There are 10-12 employees in the early childhood program whose jobs could be gone forever. If people are laid off, ROE won't get the money for the months they did not work. Plunkett stated we need to do everything we can to find a replacement by November 16<sup>th</sup>, 2011. Hertel stated this person would need an Administration Certificate and meet other qualifications, and be willing to work for nothing. We could possibly talk to other Superintendents as some Superintendents have taken over surrounding counties to work with their grants. The appointed ROE must be of the same party as the current Superintendent, who is Republican. Treasurer Jenkins asked if the County can manage the grants for ROE, and Plunkett replied he doesn't know if this is allowed under the law. Gasparich asked who would sign the certificates for teachers and Plunkett replied that Assistant Superintendent Bob Jackson who is based in the Taylorville ROE office is in place to sign documents. Durbin reported that UCCI is fighting the State government on this issue with their attorney/past teacher leading the effort by talking to Senators and Representatives to help resolve this issue. Gasparich asked if Plunkett could send a letter to the State of Illinois to take action, and Plunkett replied he would as there are four ROE Superintendents who have resigned throughout the State at this time. Plunkett stated that we need to appoint an interim Superintendent by our December meeting. ROE representative Dawn DeClerk spoke to the Board stating the office needs money borrowed in January to keep current services in place, and that the ROE Superintendent is the only one who can borrow money from the bank. The ROE has had to borrow funds for the last four years. County Clerk Leitheiser stated the office will be up for election on the March 2012 and November 2012 ballots for a 2 year unexpired term and she will contact Mr. Campbell and request he write a letter of resignation to the State Board of Elections so that state office can be informed to be able to accept petitions from potential candidates during the November 28<sup>th</sup> through December 5<sup>th</sup>, 2011 filing period.
5. **Coal Mine Tour and Presentation -Update:** Chairman Plunkett stated there will be a Coal Mine presentation at the December, 2011 meeting.

**BUILDING AND GROUNDS COMMITTEE REPORT:** Given by Chairman Terry Bone as follows:

1. **ADA Coordinator Position -Approval:** Bone stated the committee discussed the need to appoint an ADA Coordinator per a new law that requires this position for governments with 50 or more employees. Circuit Clerk Lemons informed the committee that Judge Schwarm appointed all the Circuit Clerks to this position within his circuit, and Lemons will check to see if the Grievance Policy is the same for the courts as it is for the other County buildings. The grievance procedure will need to be put on the County Web Site. Leitheiser emailed a sample grievance and public notice she compiled from the Department of Justice to Assistant State's Attorney Betsy Wilson. Hertel asked who decides whether county funds are spent on an ADA issue, and Plunkett replied a grievance procedure will need to be set up and Lemons will be the county's contact representative and will report issues to the Building & Grounds Committee and the County Board. The Building & Grounds Committee would correct any ADA issues. **Motion by Terry Bone, second by Scott Merano to Appoint Circuit Clerk Holly Lemons as the County ADA Coordinator. All in favor, motion carried.**



2. **Exterior Lighting -Update:** Bone reported the Committee reviewed a proposal from A & D Electric to install new induction lighting for the outside parking lot areas around the courthouse complex and jail which are more efficient and give off 50% more light. There are a total of 22 lights that would be replaced with new fixtures with glass lenses versus the plastic lenses that turn yellow. The proposal for replacing the 22 lights is \$8819.84 with a DCEO grant rebate in the amount of \$990.00. After some discussion, the committee would like the burned out lights replaced now by our maintenance crew and will look at replacing all the pole lights at another time.
3. **Historic Courthouse Renovations -Approval:** Bone stated that Brandon Little of Hurst-Rosche Engineers reported that the project is running on schedule. Del Scott from Korte & Luitjohan informed the committee that work on the 1<sup>st</sup> floor HVAC system will start on a Friday at 4:00 pm, and they will work all weekend so the first floor offices could be open to the public on the following Monday morning. Scott thinks the HVAC work can be done in the Treasurer's office and first floor restroom without overtime, and he is still working with the HVAC subcontractor to get labor costs to do this on the weekend and will have the costs by next week. Some furniture can't be moved for the HVAC replacement in the County Clerk's office, so the contractor has to build a bridge over the desks to get to the duct work. Carpet in the County Clerk's office will not be installed until after the HVAC issues are complete on the 1<sup>st</sup> floor. Treasurer Jenkins would like the work to be done in that office on a non-payroll week and Scott stated they will work around that. Chairman Plunkett stated to the committee and Full Board that we checked on trying to recoup some of the additional HVAC costs from the Energy grant and we found out that we will be able to bill the additional labor costs to the grant. The change order for the additional labor to install HVAC on the 1<sup>st</sup> floor will be presented at the December Full Board meeting and work will not start until after this is approved. Hurst Rosche representative Little will also check with Lance to get sketches for new ADA counters for the Treasurer's and Clerk's offices.

Little addressed the Board with two change orders. 1.) Korte-Luitjohan proposed a quality door style change for a \$4,055 credit toward the project. 2.) Exterior small ramp needs handrails at no extra cost. He reported there were multiple layers of asbestos tiles in the old ROE office and contractors will have to put in a full inch of plywood down at a cost of \$2,186. At the present time the original Historic Courthouse renovation project cost is reduced from \$889,400 and now is at \$887,531.

Little also reported the following change orders for the next Board meeting:

1. Electric change - Missed an Electrical panel from 1<sup>st</sup> bid to 2<sup>nd</sup> bid. One panel in the Board room needs to be moved.
2. Wall finish change on the east walls when paneling was taken down.
3. Data closet addition on 3<sup>rd</sup> floor - Need wall, door and HVAC.
4. HVAC changes on 2<sup>nd</sup> floor due to raising the floor. Ducts will be on 3<sup>rd</sup> floor and run into ceiling on the 2<sup>nd</sup> floor.
5. 2<sup>nd</sup> floor Conference room would have HVAC in the closet. Should be no charge.
6. Roof on the northeast corner is in poor shape. Korte & Luitjohan will get a price for putting membrane on the flat roof where the A/C units are sitting. Bone stated this area of the roof needs replaced before the new A/C units are installed.

Little reported that during original demolition on the 2<sup>nd</sup> floor there were so many wires in the ceiling that they couldn't track them all, so they took everything out that originally serviced the internet on the 2<sup>nd</sup> floor. He stated a data closet needs to be installed on the 3<sup>rd</sup> floor, and Information Technology representative Purcell reported to the committee that they had a meeting about the wiring that was taken out. The data closet on the 3<sup>rd</sup> floor will accommodate data wires from Coordinated Services office, and Purcell felt strongly enough that this work needs to be done to offer to take it out of his Information System budget but Treasurer Jenkins suggested all renovation expenses come out of office 340 so they can be tracked. The cost to run these wires and equipment will be about \$7,500. **Motion by Bone, second by Graden to Approve Expenses for Equipment and Data Wires being run from the 2<sup>nd</sup> floor to the 3<sup>rd</sup> floor for \$7,500 to be Added to the Project Cost out of Office 340.**

**Voice Vote: 19 members – Yes, 1 (Merano) – No. All in favor, motion carried.** Hertel asked Little how much has been paid on renovations so far, and Little stated he would retrieve this information. Hertel stated the County needs to pay as much as we can out of this year's budget ending November 30<sup>th</sup>, 2011.

4. **Media Archive Room and Storage Needs in Historic Courthouse -Update:** Treasurer Jenkins stated to the committee that the Media room needs to be at least 15' x 15' to accommodate the scanning equipment, and the committee discussed using the 3<sup>rd</sup> floor of the Annex building for storage. The committee stated that we could come up with items that can be stored over there that do not need to be accessed very often or that need to be in a controlled environment.
5. **Maintenance Issues and Report -Update:**
  - Bone received information regarding grant availability with DCEO for HVAC replacement for the Courts Complex. Lloyd Meyer will check with Johnson Controls about bid specs for the new air conditioning.
  - Bone stated painting the Board room and new carpet will be addressed after the renovation project.
6. **Seeking Bids for Hydraulic Lift -Approval:** One bid was received for \$750. **Motion by Bone, second by Bishop to Sell the Hydraulic Lift to Susan Poleon for \$750. All in favor, motion carried.**
7. **2012 Buildings & Grounds Committee Meeting Dates and Time -Update:** The Building & Grounds Committee approved their meeting times for 2012. The committee will meet on the Friday before Full Board at 8:30 a.m. April, 2012's meeting will be changed to Monday, April 2<sup>nd</sup>, 2012.

**ECONOMIC DEVELOPMENT COMMITTEE REPORT:** Given by Chairman Ron Deabenderfer as follows:

1. **County Comprehensive Plan -Update:** Deabenderfer reported the Contract was signed November 1<sup>st</sup> between U of I Extension and consultant Keith Moran, who was hired to complete the Comprehensive Plan. The next Planning Commission meeting will be November 17<sup>th</sup> at 5:30 p.m. and the entire meeting will be used to review the Plan document. The Economic Development Committee plans to review the final plan in December and then a Public Hearing will be scheduled and the Full Board will also review and approve the Comprehensive Plan. Montgomery County Planning Commission member Bill Schroeder asked if the County has been required to pay any extra money for U of I to complete the Plan. Plunkett replied we are still withholding \$10,000 upon completion of the plan.
2. **MCEDC -Update:** Deabenderfer reported that Amanda Cole introduced newly hired Montgomery County Economic Development Corporation Executive Director Erica Kennett to the committee, and Kennett gave the committee a brief overview of her background. The Economic Development Committee needs to recommend the appointment of Erica Kennett as an Ex officio MCEDC Board Member. Cole also reported to the committee that the MCEDC Summit had about 56 people in attendance with Tim Mills of Columbia Missouri as the speaker. Deabenderfer commended Tonya Flannery for her hard work in serving as an intern with the MCEDC.
3. **Quarterly Enterprise Zone Meeting -Update:** Deabenderfer reported that a quarterly meeting of the Enterprise Zone council was held Wednesday, November 2<sup>nd</sup> at 6:30 p.m. and stated that the mayors met to discuss common interests.
4. **2012 Economic Development Committee Meeting Dates and Time -Update:** Deabenderfer reported that the committee approved the 2012 Economic Development Committee Meeting Dates on the Wednesdays before Full Board at 6:00 p.m. with July's meeting changed to Wednesday, June 27<sup>th</sup> due to the 4<sup>th</sup> of July holiday.

5. **Intergovernmental Cooperation Agreement with West Central Development Council as Lead Agency to Obtain Funds from USDA -Update:** Deabenderfer stated that the committee reviewed and approved the resolution from West Central Development Corporation. **Motion by Deabenderfer, second by Kuchar to Approve the Intergovernmental Cooperation Agreement with West Central Development Council as Lead Agency to Obtain Funds from USDA. All in favor, motion carried. (See Resolution Book 11, page 236).**

**EMA/AMBULANCE COMMITTEE REPORT:** Given by Chairman Jim Moore as follows:

**Ambulance Call Reports:**

A summary of monthly operations for **September, 2011** are as follows:

**Total calls: 325 Total amount billed: \$189,110.10 Amount collected: \$98,659.55**

**AMBULANCE REPORT:**

1. **Collections -Update:** Moore reported there were 314 calls for October. Total Collections for October are \$105,481.61. (New system -\$105,107.85, Old system -\$373.76) Total billed was \$176,675.90.
2. **Small Claims -Update:** Moore reported small claims dates as November 3<sup>rd</sup> and again on December 9<sup>th</sup>.
3. **Five Ambulance District's Agreements -2011 -Approval:** Moore reported we have Nokomis/Witt, Raymond/Harvel, Farmersville/Waggoner, and Litchfield Contracts signed with Insurance Certificates. Hillsboro has their contract signed and will send in their Insurance Certificate to the Treasurer's office. Holmes stated to the committee that all Five Ambulance Districts are aware that the 2012 contracts will be due in January 2012. **Motion by Moore, second by Gasparich to Approve the Five 2011 Ambulance District's Agreements. All in favor, motion carried. (See Resolution Book 11, pages 237-265).**

**EMA:**

1. **State Contract- Heater Meals, Cots, and Blankets -Update:** Moore reported we are getting prices for cots and blankets for County disaster shelters and may waive getting heater meals at this time.
2. **2012 EMA/Ambulance Committee Meeting Dates and Time -Update:** Moore reported that EMA meeting times will be held on the Tuesdays before the full Board meeting each month start at 3:30 p.m. instead of 3:00 p.m. beginning in January 2012. The September, 2012 Committee meeting has been changed to Friday, September 7<sup>th</sup> due to the IEMA conference. The Courthouse is closed on November 6<sup>th</sup> for Election Day, so the Committee will meet on Monday, November 5<sup>th</sup>, 2012.  
Moore reported a National Test of Emergency Alert will be held on Wednesday, November 9<sup>th</sup>, 2011 at 1:00 pm.

**FINANCE COMMITTEE REPORT:** Given by Chairman George Blankenship as follows:

1. **Pathologist used by Coroner -Update:** Blankenship stated Coroner Rick Broaddus and Deputy Coroner Joletta Hill attended the committee meeting and reported on the status of services by current and past Pathologists. The past Pathologist was not Board Certified in Forensics, and the current Pathologist has a huge backlog of cases, some still pending from June, 2011. State's Attorney Matoush also attended the committee meeting and stated for important cases involving a wrongful death that he recommends the county use a Pathologist that is board certified in Forensics. Broaddus reported to the committee that he contacted Dr. Nanduri who is based out of Madison County, and she willing to come to St. Francis Hospital to perform the autopsies for \$1,500 each. Autopsies cost \$800 each at the present time. Blankenship reported that cases with non-communicable diseases will cost \$1,300. The Committee approved the additional \$20,000 increase in the FY 2012 Budget for autopsies due to the requirement to use a certified Pathologist.

2. **Public Defender Office Position -Update:** Blankenship reported Public Defender Dave Grigsby addressed the committee requesting guidance in hiring a secretary since his current staff person will be retiring at the end of the year. Grigsby will post and advertise for the position with a starting salary of \$18,800.
3. **Quitclaim Deed from Springfield Coal Company to Montgomery County for Parcel ID 03-04-200-001 near the Green Diamond Bike Trail -Approval:** Blankenship stated that Mike Webb addressed the committee with an issue regarding the County owned Green Diamond Bike Trail that crosses over a parcel ID 03-04-200-001 owned by Springfield Coal Company. The easement to cross over their property was not filed when the trail was developed years ago. The open south shaft was filled in and repaired to IDNR's specifications. The legal description provided by Springfield Coal was from an old deed and is difficult to map out. Springfield Coal is willing to quitclaim deed a portion of the parcel because our Bike Trail is on it, and the parcel totals to about 15 acres. Deabenderfer stated that he feels the bike trail will someday be expanded and that we need to keep the bike trail. Blankenship reported the Bike Trail began in 1997 and Springfield Coal has been paying taxes on this particular parcel that our trail crosses. The Board received maps depicting the shaded area pertaining to the parcel in discussion. Chairman Plunkett suggested surveying the trail and keeping the trail portion but selling the remaining parcel to get it back on the tax rolls. Miles stated it will be hard to sell since it is landlocked. Hertel and Bone were concerned about the mine shaft on the property. Williams asked about liability and was told that the IDNR Land Reclamation fund repaired the cave-in problem last summer. **Motion by Blankenship, second by Williams to Accept the Quitclaim Deed from Springfield Coal for Parcel ID 03-04-200-001. Roll Call Vote: Ayes - 14, Nays – 6, Absent – 1. Those Voting Aye: Bathurst, Beck, Bishop, Blankenship, Deabenderfer, Gasparich, Graden, Hitchings, Merano, Miles, Moore, Plunkett, Wendel, Williams. Those Voting Nay: Bone, Branum, Durbin, Helgen, Hertel, Kuchar. Those Absent: Komor. Motion carried. (For copy, see Resolution Book 11, pages 266-271).**
4. **Revolving Loan Fund -Update:** Amanda Cole reported to the committee that one payment for the revolving loan fund was received in October, and the bankruptcy case for one of the businesses using the revolving loan fund is in the court system. Cole stated the bank has a list of interested buyers for the property involved in the bankruptcy; however they will have to wait for a minimum of six months pending its outcome.
5. **Cost Study for County Fees -Update:** Blankenship reported the committee reviewed a report from Maximus for the Cost Study they compiled for county fees. The Finance Committee and County Board will review all the reports and fee recommendations for action at the December Full Board meeting, and if approved, the fees would then increase on January 1<sup>st</sup>, 2012. Members received detailed fees and descriptions were included in board packets.
6. **Forrestal Group Report of Assessments for Coal Mine -Update:** Consultant Gene Stuard submitted a letter and a report for members to review regarding the formula and program that he implemented to assess the coal parcels. Chairman Plunkett stated the undeveloped coal parcels will be assessed at \$75 per acre and the formula for developed coal will be \$1,100 per acre. **(For copy of Forrestal correspondence, see Resolution Book 11, pages 272-281).**
7. **FY2012 Budget Changes and Recommendations -Update:** Blankenship reported the Finance Committee reviewed a report showing requested changes for Revenues and Expenses for the FY2012 Budget. Undersheriff Robbins stated to the committee that there is a need to raise the line item for Prisoner Meals by \$10,000 because they needed to add in the costs of the dispatchers getting one meal a day. The revised report reflecting all the recommended changes to the FY 2012 budget handed out in September was received by members in the board packet. Blankenship stated the committee suggests that the FY2012 Budget be amended in January or February to reflect the cost changes for the county employees who accept the employee severance/buyout package.

8. **Fiscal Year 2012 Levies -Approval:** Resolutions read by State's Attorney Matoush as follows:

- **Resolution #11-12:** Resolution to Adopt the Fiscal Year 2012 Financial Appropriation Ordinance for **\$22,044,678.00**. Motion by Blankenship, second by Wendel. All in favor, motion carried.
- **Resolution #11-13:** Resolution to pass the General Corporate Fund levy for the current taxable year for **\$806,000.00**. Motion by Blankenship, second by Moore. 19 members – Yes, 1 (Hertel) – No. Motion carried.
- **Resolution #11-14:** Resolution to pass the County Health Department levy for **\$398,000.00**. Motion by Blankenship, second by Wendel. All in favor, motion carried.
- **Resolution #11-15:** Resolution to pass the Illinois Municipal Retirement Fund levy for **\$800,000.00**. Motion by Blankenship, second by Branum. All in favor, motion carried.
- **Resolution #11-16:** Resolution to pass the Social Security Fund levy for **\$440,000.00**. Motion by Blankenship, second by Kuchar. All in favor, motion carried.
- **Resolution #11-17:** Resolution to pass the levy for Insurance Premiums for **\$349,000.00**. Motion by Blankenship, second by Helgen. All in favor, motion carried. Includes Workers' Compensation, Property Casualty and Health Insurance.
- **Resolution #11-18:** Resolution to pass the Tuberculosis Care and Treatment Fund levy for **\$90,800.00**. Motion by Blankenship, second by Merano. Voice Vote: 19 members – Yes, 1 (Gasparich) – No. Motion carried.
- **Resolution #11-19:** Resolution to pass the County Highway Fund levy for **\$398,000.00**. Motion by Blankenship, second by Branum. All in favor, motion carried.
- **Resolution #11-20:** Resolution to pass the levy for the County Highway Federal Aid Matching Fund for **\$199,000.00**. Motion by Blankenship, second by Bone. All in favor, motion carried.
- **Resolution #11-21:** Resolution to pass the levy for the Special Aid to County Bridge Fund for **\$199,000.00**. Motion by Blankenship, second by Wendel. All in favor, motion carried.
- **Resolution #11-22:** Resolution to pass the levy for the Litchfield Special Service Area in the Amount of **\$197,000.00**. Motion by Blankenship, second by Helgen. All in favor, motion carried.
- **Resolution #11-23:** Resolution to pass the levy for the Hillsboro Special Service Area in the Amount of **\$100,000.00**. Motion by Blankenship, second by Moore. All in favor, motion carried. Hertel stated that the Hillsboro Ambulance District reduced their levy by \$50,000 this year, which he commended.
- **Resolution #11-24:** Resolution to pass the levy for the Nokomis/Witt Special Service Area in the Amount of **\$114,782.00**. Motion by Blankenship, second by Miles. All in favor, motion carried.
- **Resolution #11-25:** Resolution to pass the levy for the Raymond/Harvel Special Service Area in the Amount of **\$46,000.00**. Motion by Blankenship, second by Bishop. All in favor, motion carried.

Hertel stated after next year the County General Fund will no longer cover Ambulance Districts that go over their 105% levy.

- **Resolution #11-26:** Resolution to pass the levy for the Farmersville/Waggoner Special Service Area in the Amount of **\$65,000.00**. Motion by Blankenship, second by Williams. All in favor, motion carried.
- **Resolution #11-27:** Resolution to pass the levy for the County Extension Service for **\$154,910.00**. Motion by Blankenship, second by Kuchar. Voice Vote: 19 members – Yes, 1 (Gasparich) – Abstain. Motion carried.

- **Resolution #11-28:** Resolution to pass the levy for Senior Citizen Social Services for **\$90,000.00**. Motion by Blankenship, second by Bishop. All in favor, motion carried.
  - **Resolution #11-29:** Resolution to pass the Veterans Assistance levy for **\$79,600.00**. Motion by Blankenship, second by Bone. All in favor, motion carried.
  - **Resolution #11-30:** Resolution to set Salaries for the following Department Heads: Supervisor of Assessments - **\$52,148.00**, Probation Officer - **\$53,668.00**, and Four Assistant Probation Officers - **\$153,677.00**. Motion by Blankenship, second by Williams. All in favor, motion carried.
  - **Resolution #11-31:** Resolution to Authorize State's Attorneys Appellate Prosecutor and to appropriate the sum of money not to exceed **\$11,000.00** to be used if needed. Motion by Blankenship, second by Miles. All in favor, motion carried. (For copies of individual Resolutions, see Resolution Book 11, pages 282-302.)
9. **PASSING The Fiscal Year 2012 Budget & Revisions -Approval:** Motion by Blankenship, second by Hitchings to Approve the Fiscal Year 2012 Budget & Revisions which includes all the above mentioned Levies and Appropriations. Gasparich asked if we know how much the county will have to borrow from coal money to keep in budget for FY2012. Treasurer Jenkins replied this would be approximately \$4 million dollars, and stated revenues have been down \$1.2 Million and Expenses up \$500,000. Gasparich suggested looking at budget reductions next year for elected and appointed officials as he believes the county can't continue at this pace and he is not willing to make assumptions that the coal money will be there to operate the County and he cautioned members to be more fiscally responsible as we owe it to the citizens. Hertel stated that county fines collected are down \$300,000 and the projection is that fees won't improve, plus currently we are borrowing to help pay IMRF, Social Security and Liability Insurance. Hertel stated if revenues do not increase we may have to raise taxes to cover the loss, and also said we have not raised health insurance premiums to employees for a few years and the Finance committee needs to look at each department's expenses to keep people employed. He also stated we should not be using Coal money for day to day operations. Gasparich stated the last thing we want to do is raise taxes when coal is coming out. Plunkett stated the Board will have to make hard decisions and be responsible with the coal money revenues, and explained that if Hillsboro Energy, LLC representative Dean Lee had made his coal mine presentation today, Lee would have announced potential 2012 coal mine royalties totaling 4.7 Million dollars. Plunkett stated we may not want to use coal money for operating expenses, but how can we pile up money in one pocket and raise money in taxes in another pocket. Plunkett stated we need to take a tough look at the coal money and how we want to spend it in the future, and it will be a test of this Board's character as to how we should use the coal money when it comes in. Deabenderfer said he had not committed to not spending coal royalties on day to day expenses. Plunkett said the Finance Committee will need to look at using coal money first on Infrastructure and Economic Development since the more businesses we assist, the more taxes they will generate. Hertel stated we need to set aside the coal money and still be frugal and responsible with the taxpayers' dollars and said it will take the entire Board to decide on how the coal revenue is spent. Gasparich made it clear he is not criticizing the Finance Committee, but the county doesn't know year to year what the State will pay us and he believes we need to look hard at discretionary spending. Chairman Plunkett shared his appreciation for the Board's thoughtful consideration of the budget. **Roll Call Vote:** Ayes - 19, Nays – 1, Absent – 1. ***Those Voting Aye:*** Bathurst, Beck, Bishop, Blankenship, Bone, Branum, Deabenderfer, Durbin, Gasparich, Graden, Helgen, Hertel, Hitchings, Kuchar, Merano, Miles, Plunkett, Wendel, Williams. ***Those Voting Nay:*** Moore. ***Those Absent:*** Komor. Motion carried.
10. **2012 Finance Committee Meeting Dates and Time -Update:** The committee approved the 2012 Finance Committee meeting dates on the Monday before Full Board at 8:30 a.m. with meeting changes to October 1<sup>st</sup> and November 5<sup>th</sup>, due to conflicts on October 8<sup>th</sup> (Columbus Day) and November 12<sup>th</sup> (Veterans' Day).

**HWE COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:**

1. **Elections -Update:** Durbin stated County Clerk Leitheiser reported to the committee that the Democratic National Committee approved use of the new Congressional Districts as the Democratic National Convention delegates are elected at the March 20<sup>th</sup>, 2012 Primary Election. She also reported that the Help America Vote Act A.D.A. grant was used to upgrade A.D.A. signs and parking lines at polling locations in Coffeen, Waggoner, Farmersville, Panama, Donnellson, Litchfield, Nokomis, Schram City and Harvel.
2. **Recycling Program and Events:**
  - **Website -Update:** Durbin stated the website will be updated with recycling information.
  - **Raymond Drop Shed -Update:** Durbin reported the Committee discussed the four month average of revenues and expenses for picking up materials at the Raymond Drop Shed. Recycling materials have been weighed each time they are picked up and Lutz reported that it is taking more time than necessary. The committee approved to discontinue weighing the recycling truck when picking up the recycling drop off materials, because Durbin stated we can't take the time out to weigh the trucks especially during grain season.
3. **EPA Report -Update:** Bill Gonet reported to the committee that the closure of a cell at the landfill has gone very well and he has been responding to miscellaneous open dump complaints.
4. **Animal Control Facility and Program:**
  - **Animal Control Intake Summary -Update:** Durbin reported total intake was 38 animals: 23 dogs and 15 cats. Total of 44 leaving the facility: 7 were claimed, 10 were adopted, 22 went to rescue, 2 were euthanized and 3 died.
  - **Revenues & Expenses -Update:** Durbin reported revenues and expenses are on track for the fiscal year, and the last billing to Municipalities was recently sent.
  - **Rabies Clinic -Update:** Was held this past Saturday and 48 animals were vaccinated.
  - **Mobile adoption guidelines -Approval:** Durbin reported the committee originally reviewed the mobile adoption guidelines in April 2011 but there was no action taken at that time. This would be the guidelines for PAWS to do the mobile adoptions for the County. The committee felt that the mobile adoption guidelines could be approved just in case there would be a mobile adoption set up for cats. **Motion by Durbin, second by Bathurst to Approve the Mobile Adoption Guidelines. All in favor, motion carried.**
  - **Fees and Fines -Update:** Durbin reported a new schedule of fees and fines were presented to the committee for review. There is a new set of fines that will be implemented for Nuisance Violations once the amended Animal Control Ordinance is presented to the Board at the December meeting.
  - **Ordinance -Update:** Durbin reported revisions and updates to the County Ordinance are taking place. Once the revisions are complete, Daniels sent the ordinance to Assistant State's Attorney Wilson to review and approve this past week. The ordinance will then be mailed to board members so that they will have a chance to review before the December board meeting.
5. **Illinois Public Risk Fund Pooling Agreement -Approval:** Durbin reported that Affiliated Insurance Agencies President Jeff Weis addressed the committee regarding the (IPRF) Illinois Public Risk Fund. The new County annualized premium is \$85,545.00. Chairman Plunkett stated that last month we approved going with IPRF for workers' compensation. **Motion by Durbin, second by Kuchar to Approve the Illinois Public Risk Fund Pooling Agreement. All in favor, motion carried. (For copy, see Resolution Book 11, pages 303-313).**
6. **Gentry-Couch Inc. -Update:** Durbin reported that Tom Couch was present at the committee meeting to respond to questions regarding his work with ICRMT and if there was a conflict. At the initial meeting last fall, when Couch gave his background he explained his relationship with ICRMT and other insurance companies. Couch stated to the committee that he didn't give ICRMT any sort of advantage, and said that his job was to get the insurance quotes to give to the committee to review. It was at the direction of the committee for Couch to make a recommendation after he researched and analyzed deviancies in the insurance proposals. Couch replied that he is not an agent for ICRMT and has no contractual agreement with him. ICRMT broker Paul Hamrock has turned in his Errors and Omissions Policy, which is now required after the insurance review process.

7. **2012 HWE Committee Meeting Dates and Time -Update:** The HWE Committee approved their meeting dates for the Thursday before Full Board at 8:30 a.m.
8. **Recycling Center Bid:** Graden asked what company received the bid for the Recycling Center project, and Durbin stated the company was from Highland, and referred Graden to prior minutes for further information.

**PERSONNEL COMMITTEE REPORT:** Given by Chairman Sharon Kuchar as follows:

1. **Resolution Adopting Revision to Cafeteria Plan/Summary Plan Description -Approval:** Copies of the resolution were in the board packets. Kuchar stated this pertains to over-the-counter prescriptions under health insurance. Bathurst stated the revision is changing rules concerning pre-tax. **Motion by Kuchar, second by Bathurst to Approve the Resolution Adopting the Revision to Cafeteria Plan/Summary Plan Description. All in favor, motion carried.**
2. **IRS Fringe Benefits Amendment #1 -Update:** Kuchar reported that Treasurer Jenkins stated an amendment is needed to the Policy concerning personal use of Montgomery County property. There are four employees who take their county vehicle home and will need to sign this amended contract. The agreement is for an IRS tax for \$3.00 per day for 240 work days per year for the use of the county vehicle for work use. The IRS deduction will also be taken out of the employee paychecks throughout the year instead of at the end of the year.
3. **2012 Personnel Committee Meeting Dates and Time -Update:** The Committee approved the 2012 Personnel Committee Meeting Dates to be held on the last Thursday of Each Month at 8:30 a.m.
4. **ICRMT Employee Seminar -Update:** Kuchar reported the ICRMT Employee Practice seminar held in Springfield last week was very informative and included training on FLMA and Worker's Compensation issues. Attorney Julie Bruch was the presenter, and she encouraged keeping current job descriptions for employees and reviewed some issues in the Fair Labor Standards Act regarding exempt and non-exempt employees and compensable time. The committee requested that Coordinator Daniels look into whether this same seminar can be given here for our County Office Holders in January.
5. **Employee Personnel Manual -Update:** Kuchar reported the Committee continued discussion regarding the Personnel Manual, and they discussed the issues regarding the Salary Exempt positions and made a few changes. Discussion also took place regarding annual increases for non-union employees getting the same increase regardless if they work in an office with Union employees. The revised copies of the first 12 pages of the Personnel Manual were given to Board members to review, and the board will be asked to take action on these proposed changes at the December, 2011 Meeting. Kuchar stated that items highlighted in blue in this section of the Personnel manual have no revisions, the yellow highlighted items have revisions to review, and the Pink highlighted items were revised since the special Personnel Meeting held last month. Kuchar stated the ICRMT Seminar shed light on the topic concerning law enforcement and exempt positions. Chairman Plunkett stated the Seminar gave information on exempt and nonexempt classifications and we can furnish county board members with a copy of the Seminar's handouts. Durbin reported that the Seminar also talked about computers' use at work and Kuchar replied that computer issues are addressed in the Personnel Manual.
6. **Laborers Union in the Sheriff's Department -Update:** Kuchar stated that the Laborers Union has submitted their proposals for the union negotiations, and the Personnel Committee will review these proposals at their next regular meeting which will be held on Thursday, November 17<sup>th</sup>, 2011, which is moved up one week due to Thanksgiving.

**ROAD AND BRIDGE COMMITTEE REPORT:** Given by Chairman Bonnie Branum as follows:

1. **Guest Bill Borklund -Update:** Branum reported Bill Borklund addressed the committee by stating that he represents the homeowners of Lake Lou Yeager and he wanted to advise the County and State of the situation with City of Litchfield owned roads in that area.



2. **Red Ball Trail Project Bid Letting -Update:** Branum stated the Red Ball Trail Bid Letting was held Tuesday, November 1<sup>st</sup>, 2011 at the County Highway Building, and there were 4 bids received. The lowest bid was from Moniger Excavating in the amount of \$1,243,598.35, which is about 17% higher than the engineer's estimate. Branum said this is the second time this project has been bid out, and the State will fund \$575,000 through a grant agreement. There is an agreement with Ameren to split the balance 50/50, however Ameren's amount was not to exceed \$280,000, so the county portion would be a total of \$388,000, which is still too expensive. The committee discussed possibly using the \$94,000 that has been in a fund from the prison acquisition about 30 years ago. Chairman Plunkett reported the good news was the low bid came down \$100,000, and told members that he and Branum, Bone and Engineer Smith met with Ameren on Monday, November 7<sup>th</sup> and to discuss splitting the balance of the money but didn't get a decision from officials. Plunkett stated there is a 45 day window on the bids and if approved, the project could start in June, 2012.
3. **County MFT Maintenance Resolution #2011-10 with IDOT -Approval:** The committee recommends the approval of County Maintenance Resolution #2011-10 with IDOT. **Motion by Branum, second by Bishop to Approve the County MFT Maintenance Resolution #2011-10 with IDOT. All in favor, motion carried. (See Resolution Book 11, page 314).**
4. **Farmersville Subdivision Ditch -Update:** Branum reported that the Village of Farmersville has requested to install culverts and fill in a steep ditch that borders a subdivision to improve mowing conditions. The committee discussed that the Village of Farmersville would need to take over jurisdiction of the road if they want to fill in the ditch, and Engineer Smith reported that he also called Assistant State's Attorney Wilson to relay this request for her advice. Engineer Smith will handle this with the Village of Farmerville.
5. **Finance Sub-Committee Fee Recommendations -Update:** Branum reported members have a copy to vote on next month.
6. **Striping County Roads -Update:** Branum reported that striping is done from Fillmore to Rt. 185 by Briteway Striping and the Highway Department forces have done a good job.
7. **Walton Park Bridge -Update:** Branum reported IDOT completed the inspection and approved the project. The State will review all paperwork in the next six months to one year and will send an approval letter so that the County can transfer jurisdiction of the Walton Park Bridge Road to the City of Litchfield.

Hertel thanked the Road & Bridge Committee for sending Highway Department Assistant Engineer Dustin Sefton to Bridge Inspection class to help save the county \$30,000 a year.

**APPROVAL OF 8 COMMITTEE REPORTS & MINUTES:** Motion by Gasparich, second by Hitchings to approve the 8 committee reports and minutes. All in favor, motion carried.

**ANNOUNCEMENTS:** Chairman Plunkett stated the Personnel Committee meeting is a week ahead on November 17<sup>th</sup>, 2011 due to Thanksgiving.

**IEEMA reminds the public of the Emergency Alert System National Test on Wednesday, Nov. 9<sup>th</sup>, 2011 at 1:00 pm.**

**Chairman Plunkett stated the Employee Christmas Luncheon will be held on December 15<sup>th</sup>, 2011 from 11:00 am to 1:30 pm in the Fellowship Hall of St. Paul's Lutheran Church.**

**RESIGNATIONS:**

**Motion by Hitchings, second by Merano to Accept the Resignation of Christian/Montgomery Counties Regional Office of Education Superintendent Tom Campbell. All in favor, motion carried.**

**APPOINTMENTS:**

**Motion by Williams, second by Beck to re-appoint Larry Ziegler as Commissioner to the Zanesville #3, County Zone #15, Drainage District for a three year term which expires December 31<sup>st</sup>, 2014. All in favor, motion carried.**

**PAY BILLS:**

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Bishop, second by Miles to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 19, Against – 0, Absent – 1, Abstain -1 (Moore). Motion carried.
2. Motion by Blankenship, second by Hitchings to pay all other approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2011.

**ADJOURN:** Until the Full Board Meeting on Tuesday, December 13<sup>th</sup>, 2011 at 8:30 a.m. at the Farm Bureau Building, Hillsboro, Illinois.

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

Meeting adjourned at 10:20 a.m.

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

**Montgomery County Board  
Minutes**

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**For Tuesday, December 13<sup>th</sup>, 2011 – 8:30 AM**

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, December 13<sup>th</sup>, 2011 in the Farm Bureau Building, Hillsboro, Illinois.

**The meeting was called to order by County Board Chairman Mike Plunkett at 8:30 AM.**

**Roll call was taken. 20 members present, 1 member absent.**

**Members Present:** Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Bonnie Branum, Ronald Deabenderfer, Robert Durbin, Joe Gasparich, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Sharon Kuchar, Scott Merano, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams.

**Members Absent:** Frank Komor

**Pledge of Allegiance to the flag was given.**

**Mileage and Per Diem Approval:**

**Motion by Miles, second by Bishop to approve the mileage and per diem. All in favor, motion carried.**

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

**Motion by Hertel, second by Hitchings to approve the Minutes of the Previously County Board Meeting held on Tuesday, November 8<sup>th</sup>, 2011. All in favor, motion carried.**

**CONSENT AGENDA:**

1. **Chief Assessment Officer's Report** – Ray Durston was present for questions.
2. **Circuit Clerk's Report** – Holly Lemons was present for questions.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions.
4. **County Treasurer's Report** – was submitted.
5. **G.I.S. Coordinator's Report** – was submitted.
6. **Health Department Report** – was submitted.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – was submitted.
10. **T.B. Department Report** – was submitted.
11. **V.A.C. Report** – Dave Strowmatt was present for questions.

**APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA: Motion by Graden, second by Durbin to approve the 11 items on the Consent Agenda. All in favor, motion carried.**

**COMMITTEE REPORTS:**

**COORDINATING COMMITTEE REPORT:**

1. **Appointment of Marchelle Kassebaum to the Office of Superintendent of Multi-County Educational Service Region for Christian and Montgomery Counties in the State of Illinois -Approval:** Board member and Republican Party Chairman Roy Hertel introduced Marchelle Kassebaum of Litchfield, currently a 4<sup>th</sup> grade Russell School teacher, to be the Regional Superintendent of Schools. She will take the place of Tom Campbell who resigned November 15<sup>th</sup>, 2011. Kassebaum received her bachelor's degree in elementary education from McKendree College, her master's from Southern Illinois University at Edwardsville and her administrative certificate from the University of Illinois at Springfield. She is also co-director of the annual Litchfield Summer Gifted Academy. Kassebaum stated she is honored to represent Christian and Montgomery Counties as their Regional Office of Education Superintendent. She explained there are many uncertainties ahead, but she will continue to bring honor to the office by working hard as she is dedicated to the entire learning community. She stated that Marie Joy has spent hours helping her prepare for the first day of office. Hertel

addressed Chairman Plunkett stating the original recommendation was December 22<sup>nd</sup>, 2011 as Kassebaum's start date, but according to Marie Joy and Dawn DeClerck, January 1<sup>st</sup>, 2012 is a better date. Christian County meets on December 20<sup>th</sup> and must also approve Kassebaum's appointment. Plunkett thanked Hertel for his hard work finding a replacement. **Motion by Hertel, second by Bathurst to Approve the Appointment of Marchelle Kassebaum to the Office of Superintendent of Multi-County Educational Service Region for Christian and Montgomery Counties in the State of Illinois effective January 1<sup>st</sup>, 2012. All in favor, motion carried. (For a copy of Resolution to Fill a Vacancy in Office, see Resolution Book 12, pages 1-2).**

2. **Coal Mine Presentation -Update:** A PowerPoint presentation was presented to the Board by Hillsboro Energy, LLC representative Roger Dennison on the progress of the Deer Run Mine. Dennison reported that Deer Run Mine started in 2009 when they dug the slope to build the entrance to the mine. There will be two preparation plants running side-by-side each processing 1000 lbs. an hour and one plant is now in use. A mine fan has been installed to the longwall area and a rail loop has been built. He stated when the Deer Run Mine is in full operation, Montgomery County will have the most productive mine per man hour in the world with 7 Million tons a year. Dennison reported that today (December 13<sup>th</sup>) the first train with room & pillar coal should go out. This coal was mined from reserves purchased from a private landowner and not from the 120,000 acres of coal purchased from the County, so there will not be royalties to the county on this coal. Dennison stated that at midyear in 2012, the first longwall mining will occur with a panel of 1200 feet wide and 3 miles long, and the coal would need to be sold first before the County will receive any royalties. He reported that the County will then receive a 2% royalty or an estimated annual amount of \$4.7 million dollars. Dennison also spoke of the unemployment rate and stated Montgomery County is above the Illinois State unemployment rate and the rate should go down as we go forward possibly reducing by 12%. He stated that 81% of the coal mine employees are from Illinois, and 70% are from Montgomery County, Illinois. They presently employ 104 people and the total could reach to 184 employees by this summer. He hopes to improve the poverty level as the average wages at the coal mine are at \$53,820. Dennison spoke about the pending IDNR permit and discussions from the public hearings. In the original permit, the Refuse Disposal Area which is an open dam area was permitted to 65 feet in height and 400 feet wide at the base. After the permit was issued, the coal mine was able to purchase the parcel of land between parcels they already owned which allowed them to move things around. They changed the design of the RDA and spinned it around. Water cannot be impounded right now, and the coal company needs the dam permit from the Illinois Department of Natural Resources to get the notch closed in to impound water. Board members viewed pictures of the Refuse Disposal Area, and Dennison stated impoundments and standards of ground and surface water are in the permit. He also reported that all lakes are classified as Class I High Hazard Dams as this dam will be. Dennison complimented the Montgomery County Multi-Jurisdiction Natural Hazards Mitigation Plan and took statistics from the plan as part of his presentation. He invited the Board to come and see the mitigation results in Macoupin County from the undermined areas as there are no drainage issues now, since by law the coal companies have to address these issues by installing tile, etc. Here in Montgomery County, IL, they have an initial drainage plan, but they will also sit down with landowners on one foot contours. Dennison was asked if the mine will sell slurry, and he responded they will not. Chairman Plunkett asked Dennison to clarify the process that will occur with surface owners after mining occurs, and Dennison stated the coal company must meet with landowners after reclamation to be sure all repairs have been made to their satisfaction per Illinois law. Dennison was asked about when mining is completed how much liquid would be left in the dam, and he responded that a buffer layer of limestone must be added, and then four feet of dirt and it will eventually turn into a solid mass. He stated the Illinois EPA will give approval when it is complete. He offered to show the Board members four completed reclamation areas if they desired and stated he appreciates the opportunity to come back at a later time to share more updates. **(For copy of Presentation, See Resolution Book 12, pages 3-38).**

**BUILDING AND GROUNDS COMMITTEE REPORT: Given by Chairman Terry Bone as follows:**

1. **Historic Courthouse Renovations -Update:** Bone stated that Brandon Little from Hurst-Rosche Engineers reported to the committee that plumbing and electrical is being roughed in on the 2<sup>nd</sup> and 3<sup>rd</sup> floor, and plaster work on the walls should begin soon. Culbersons have installed the Air Handler unit in the main office on the 2<sup>nd</sup> floor, and HVAC work will soon start above the Board room. HVAC work will begin in the County Clerk's office on January 9<sup>th</sup> and should be complete by Monday, January 16<sup>th</sup>, 2012. Changes made to the floor joists have met requirements of Hurst-Rosche. Brent Lance stated to the committee that the project is on schedule. The committee discussed holding Korte-Luitjohan and Hurst-Rosche accountable for all change order requests. Bone reported attending a couple of meetings and stated that renovation work is going well and on schedule. There has been a decrease in project cost of \$4,055 due to door changes. Brent Lance reported to the Board he has no updates at this point.
2. **Maintenance Issues and Report -Update:**
  - Bone stated Lloyd Meyer will get blueprint plans from Hurst-Rosche Engineers to give to Young's Roofing to show where the new air conditioning units will go to repair the roof before installation.
  - Bone reported that Stephanie Keiser from the Circuit Clerk's office told committee members that Judge Long would like four ADA Signs with Braille installed at each entrance of the Courts Complex building. Judge Long will be asked to pay for signs from Court funds. Circuit Clerk Lemons reported to the Board that Judge Long agreed to pay for three signs at the Jail, Historic Courthouse and the Courthouse Complex, but all other County buildings such as the Health Department and Highway Department will also need signs, which the County must pay from other funds.
3. **Energy Grant for HVAC at Historic Courthouse -Update:** Bone stated Coordinator Daniels will work with Hurst Rosche Engineers to make sure all the HVAC and any electrical work associated with HVAC will be submitted for the energy grant before the March 31<sup>st</sup>, 2012 deadline. Bone thanked County Clerk Leitheiser and Treasurer Jenkins for cooperating to work with construction in their offices to keep costs down.
4. **DCEO Grant for A/C Replacement at Courts Complex -Update:** Bone reported Carol Kulek from ILACBM shared information regarding the DCEO energy grant, and they will be hiring a consultant after January to help counties fill out the Energy Grant application for DCEO. Kulek also explained that Smart Energy Design Systems could come and evaluate our buildings for heating and air conditioning efficiency so that we can prepare a bid specification for the Courthouse Complex Air Conditioning replacement. Bone stated this is at no cost to the county and the new system will be installed this spring.
5. **ADA Grievance Procedure and Notice -Approval:** Bone reported the committee reviewed the ADA Notice and ADA Grievance Procedure that Circuit Clerk Holly Lemons had prepared, and these documents were also given to Assistant State's Attorney Betsy Wilson and met with her approval. **Motion by Bone, second by Hitchings to Approve the ADA Grievance Procedure. All in favor, motion carried.** Bone stated the ADA notice must be posted on the Montgomery County Website.
6. **Office space for MCEDC Executive Director -Update:** Bone reported the MCEDC had a request to see if there was any office space available in the Historic Courthouse on a part-time basis for the MCEDC new Executive Director Erika Kennett. The committee discussed making space available behind the County Board Room by the Coordinated Services Office and County Board Chairman's Office once the renovations are complete, which will make it more convenient for the Economic Development Director if there are any questions regarding the County Enterprise Zone. Bone stated Kennett will only be here a couple days a week. Member Helgen left the meeting after this report.

**ECONOMIC DEVELOPMENT COMMITTEE REPORT:** Given by Chairman Ron Deabenderfer as follows:

1. **County Comprehensive Plan -Update:** Deabenderfer reported the Comprehensive Planning meeting was cancelled for December and will be rescheduled in January, 2012. Deabenderfer has proofread the plan and Amanda Cole will make the changes prior to the Comprehensive Planning meeting, and the plan will be given to the Full Board for one month to review before taking action. Deabenderfer and Hertel attended a meeting with Fayco, and as a result Fayco is now included in the Comprehensive Plan.
2. **Appointment of Erika Kennett as Ex Officio Member to the Montgomery County Planning Commission -Approval:** Deabenderfer reported the committee discussed the vacancy on the Planning Commission due to the resignation of MCEDC Board of Director Heather Hampton+Knodle a few months ago. According to the Planning Commission's by-laws, there are three ex-officio board members that are comprised of the Highway Engineer, County Board Chairman and the Director of the Economic Development Corporation. Erika Kennett was hired last month as the new MCEDC Executive Director. **Motion by Deabenderfer, second by Merano to Appoint Erika Kennett to the Montgomery County Planning Commission as Ex Officio Member. All in favor, motion carried.**
3. **New business in Litchfield Industrial Park -Update:** Deabenderfer reported the committee discussed the news that Alply Insulated Panels, LLC, a leading manufacturer of custom metal architectural panel systems will be relocating from Mississippi to the City of Litchfield in the next few months. Alply will employ 32 full time staff members and will make an investment of over \$1 million dollars at the former RTS business located at 1401 Eilerman Avenue. The property is over 60,000 square feet and has been vacant for a few years. The City of Litchfield approved a CDAP Revolving Loan Fund loan for equipment and building improvements. A development agreement outlines the details of the loan terms and includes a commitment of 30 jobs for a minimum of 20 years. The Agreement also waives the right to Enterprise Zone real estate tax abatement for improvements. Deabenderfer thanked Litchfield for the work to get the manufacturing plant here in the County.

**EMA/AMBULANCE COMMITTEE REPORT:** Given by Chairman Jim Moore as follows:

**Ambulance Call Reports:**

A summary of monthly operations for **November 2011** are as follows:

**Total calls: 312 Total amount billed: \$183,569.80 Amount collected: \$90,729.47**

Hertel asked Moore if collections were down this month, and Moore stated it may be due to the time of the year. Chairman Plunkett stated the amount collected in November has no relation to what was billed in November.

**AMBULANCE REPORT:**

1. **Collections -Update:** Moore reported Total Collections for **November** are **\$90,729.47**. (Old card system **\$370.00**, New system **\$90,359.20**)
2. **Five Ambulance District's Agreements -2012 -Update:** Moore reported the FY2012 agreements will go out sometime in January after all reports are turned in to the EMA office, and they will be signed and returned to the EMA office with insurance certificates attached. The EMA office will then provide to the County Clerk's office a copy of the agreements with insurance certificates attached.
3. **Concerns from Litchfield on Ambulance Billing -Update:** Moore reported that he received a letter from Litchfield Administrator Ritchie regarding Ambulance Billing and concerns of coding. Amy Hunt from Patton & Company responded to the letter by stating the billing is adequate, and **Moore** stated the staff in the EMA office is doing everything they can to get every penny for the Ambulance Districts.

## EMA:

- 1. Regional Meeting -Update:** A) New training and exercise requirements: Director Holmes reported to the committee each county will only be required to do one exercise per year. B) Administrative Code for School Campus (LLCC). C) Review of the IEMA Act. D) HazMat Waste Operations. E) Incident Action Plans (new forms). F) EOP Plans (every 2 years). We are good until 2013. G) Winter Preparedness for 2011, 2012. H) Emergency Alert System Nov. 9<sup>th</sup>. I) ADA Compliant Shelters, Service Animals (Dogs and miniature horses). Moore reported Circuit Clerk Lemons is our ADA Coordinator and our shelters are ADA compliant. In order to get into the shelters, service animals must have their special vest on or a certificate stating the qualifications of the service animal.
- 2. Cots and Blankets -Update:** Moore reported Director Holmes received a quote from ProPac for cots. Waggoner, Witt and Irving want 5 cots each, and the county will also need 2 bales of blankets at \$141.00 each totaling \$282.00. Holmes will order 100 cots and 2 bales of blankets (Qty. 60) to be divided up between the 7 shelters.
- 3. Command and General Staff Class -Update:** Moore reported Holmes and Gasparich will try to plan the 5-day Command and General Staff Class in Litchfield at LLCC sometime in June or July 2012.
- 4. Weather Spotter Class -Update:** Moore reported a class will be held on February 6<sup>th</sup>, 2012 at the Moose Club from 6:30 p.m. - 9:30 p.m.
- 5. 2012 Full Scale Exercise -Update:** Moore reported Pre-planning is ongoing. (February 16<sup>th</sup>, 2012 -Table Top in Litchfield)

Member Bone asked about the price of 911 map books and learned the Sheriff's Department implemented the fee of \$25 to emergency services responders and \$50 to the public. Also, the County Clerk's office is selling the books to the public for the Sheriff's Department. Bone has concern about the high cost of the book to emergency responders, since many of them are volunteers. Gasparich reported the GIS system was used to make the map books, which now costs more to produce.

## **FINANCE COMMITTEE REPORT: Given by Chairman George Blankenship as follows:**

- 1. Security Alarm Ordinance -Update:** Blankenship reported that Under sheriff Rick Robbins submitted a final draft of an ordinance governing Security Alarm Responses by Montgomery County Sheriff's office, and stated that Assistant State's Attorney Wilson has reviewed this ordinance. Blankenship said this ordinance applies to any site that has an alarm system that notifies police or fire responders. There are a lot of false alarms from businesses and this will cut down on the trips. An owner of a dwelling that has a false alarm would receive 3 warnings before fines start, and the 4<sup>th</sup> false Security Alarm would result in a \$100 fine, a 5<sup>th</sup> false alarm would be a \$200 fine and a 6<sup>th</sup> false alarm would be \$500. Robbins will do a Media Press Release so that residents and businesses with security systems will be aware of the new ordinance. Blankenship stated that the property owner would have to pay the fine to the Circuit Clerk's office. The board will review the ordinance for one month and action will be taken at the January board meeting.
- 2. Purchase of Sheriff's Dept. Squad Cars -Update:** Blankenship reported this past summer four new Ford Crown Victorias were purchased from Wright Automotive and two other vehicles were replaced with insurance claims (hail damage and a deer accident). The Sheriff's office has seven new vehicles now and always keeps two utility vehicles in case one breaks down. The Finance committee approved for Undersheriff Robbins to prepare bids specs for four vehicles and submit them to the Finance committee next month. Blankenship stated there are no Crown Victorias left to purchase, and prices are going up close to \$30,000. He stated it will cost \$5,000 to \$7,000 to equip vehicles with new cages and other required equipment. Gasparich reported he was at a meeting in Kankakee, and learned the Tahoe has a better warranty than Ford does and stated a little more money spent upfront would be more cost effective in the long run. Blankenship stated the committee will get more information from Robbins before taking action.

3. **SOA Report -Update:** Assessment notices were mailed November 30<sup>th</sup>, 2011. The Department of Revenue sent new exemption forms and renewals will be mailed after January 1<sup>st</sup>, 2012. The Board of Review has received approximately 170 complaints so far and has started to inspect the new complaints. Hearings begin after January 1<sup>st</sup>, 2012.
4. **Revolving Loan Fund -Update:** Blankenship reported Amanda Cole shared reports for the two remaining revolving loan businesses. He stated one business is paying on time, one is paying late and one is in bankruptcy.
5. **Maximus Cost Study for Sheriff and County Clerk and Recorder Fees -Approval:** County Clerk/Recorder Leitheiser reported to the committee that she has copies of the cost study prepared by Maximus in her office if anyone would like a copy. **Motion by Blankenship, second by Williams to Approve the Maximus Cost Study for Sheriff and County Clerk & Recorder Fees. All in favor, motion carried.**
6. **Ordinance 2011-32 for County Fees and Fines -Approval:** **Motion by Blankenship, second by Hitchings to Approve the Ordinance Increasing Fees and Fines in County Offices. All in favor, motion carried. (See Resolution Book 12, page 39).**
7. **Pre-Paid Vendor List -Approval:** Clerk Leitheiser reported to the committee that a few changes were needed to the Pre-Paid Vendor List. Blankenship reported that Ballinger Trustee Group was changed to Joe Meyer. The Farm Bureau lease was revised to include rent for the SOA office, and Correctional Healthcare Co., Inc. was added. Leitheiser's office submits a Pre-paid report each month for the committee to review in their packet. The committee also reviewed Vendor reports. **Motion by Blankenship, second by Hertel to Approve the Revised Pre-Paid Vendor List. All in favor, motion carried. (See Resolution Book 12, pages 40-41).**
8. **New Structural Improvement Permit Form -Approval:** Blankenship reported the Notification of Building Construction/Improvement and New 911 Address Assignment Form was revised to include the Health Department to also approve new structures for Septic Systems. There is no cost to County residents to obtain this Structural Improvement Permit. **Motion by Blankenship, second by Durbin to Approve Adding the Health Department to the County Structural Improvement Permit Form. All in favor, motion carried. (For copy of new form, see Resolution Book 12, page 42).**
9. **Option Agreement and Agreement to Assignment with Colt Coal Company -Update:** Treasurer Jenkins reported to the committee that Colt Coal Company can exercise their option to collect \$50,000 according to Agreement to Assign document. Jenkins has checked with Assistant State's Attorney Wilson on this, and she agrees. Chairman Plunkett reported to the committee that the county will not get royalties on some of the coal they have mined because it was in an area that the Coal mine purchased that was not previously owned by the County. The committee discussed finding out when royalties will start, and Treasurer Jenkins shared some reports on the Coal revenues and expenses. Reports show there was over \$400,000 received in interest on top of the original purchase price to make it a total of \$7.6 Million paid for Coal, and there have been \$1.2 Million paid in property taxes by the Coal Company since coal rights were sold. The committee discussed the need to make plans to spend the coal revenues on infrastructure needs like road and bridges and on Economic Development.

Chairman Plunkett informed the Board to take notice of the report from Treasurer Jenkins on Income and Expenses we have paid out of coal money. County Clerk Leitheiser also stated a FY2011 Vendor list for the county is available for Board members.

10. **ROE Quarterly and Annual Reports -Approval:** The committee reviewed the Regional Office of Education's Quarterly and Annual Reports. **Motion by Blankenship, second by Branum to Approve the ROE Quarterly and Annual Reports. All in favor, motion carried.**



**HWE COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:**

1. **Elections -Update:** Durbin reported County Clerk Leitheiser shared a list of candidates who have filed for the March 20<sup>th</sup>, 2012 General Primary Election and a list of important Election dates. She also informed members of the Illinois Statutory Deadline of June 4<sup>th</sup>, 2012 for the Montgomery County Democratic and Republican parties to nominate candidates when none filed for the Primary Election which now requires petitions with the same number of signatures required for Primary Election filers.

Moore asked Leitheiser about a recent UCCI legal opinion that stated that due to redistricting, signature requirements for County Board candidates' petitions do not have to be of registered voters within the County Board District, just within the County. Leitheiser will check the statutory language to see if signatures need to be within the County Board District. She also confirmed that Precinct Committeemen write-ins still need 10 votes to attain that elected office in the Primary Election.

2. **Recycling Program and Events:**

- **Recycling Office Building -Update:** Durbin reported concrete work for the new recycling office is complete and the building is under construction. Plumbing issues regarding the sewer and water lines being too close together need to be corrected for about \$4,000. The committee approved taking \$4,000 from the Recycling Building Maintenance fund and waiting on repairs to the drop shed. Merano asked where the responsibility lies for this additional cost, and Miles stated the HWE Committee is responsible for the repair, since this expense wasn't found during the bidding process. Chairman Plunkett stated since we didn't hire an architect for \$4000, the problem wasn't found. The winning bidder did not bid for plumbing work, but it still needs repaired according to building code.
  - **Wal-Mart Grant -Update:** Durbin stated Lutz reported receiving a \$1,500 grant from Wal-Mart for plastic containers at Litchfield schools.
  - **Recycling Year in Review -Update:** Durbin reported FY2011 Revenue was about \$198,000, and markets were really good. There were 2.4 Million pounds of material shipped that includes Fayco. Prices are dropping now, but may recover in March 2012. Deabenderfer asked about expenses for the year and Plunkett replied the Treasurer's report is available for members to compare revenues to expenses.
  - **Electronic Ban -Update:** New law starts January 1<sup>st</sup>, 2012. Durbin reported Lutz is planning another Electronic Recycling Drive in April 2012. Recycling will not be collecting electronics at the drop off areas.
3. **EPA Report -Update:** Durbin stated Bill Gonet reported he has HazMat training scheduled for January 25<sup>th</sup>, 2012. Gonet has hurt his right arm and can report back to work full time after January 1<sup>st</sup>, 2012.
  4. **Animal Control Facility and Program:**
    - **Animal Control Intake Summary -Update:** Durbin reported 43 intakes for the month of December. Intake for 2011 will be about 550 total.
    - **Animal Control Ordinance -Update:** Durbin reported the Committee members reviewed revisions made to the Animal Control Ordinance. Assistant State's Attorney Wilson has reviewed and approved the revisions. Committee decided to wait until next month to address the ordinance and job descriptions.

**PERSONNEL COMMITTEE REPORT: Given by Chairman Sharon Kuchar as follows:**

1. **Sheriff's Department Union Contract with Local Laborers #773 -Update:** A Special Personnel Committee meeting was held on Thursday, December 1<sup>st</sup>, 2011 at 3:00 p.m. to discuss union negotiations with Local Laborers #773 in the Sheriff's Department that expired on November 30<sup>th</sup>, 2011. The committee discussed the proposals received from Local Laborers #773. Committee members were asked to review the Union Contract and make notes with items to address. **The next Special Personnel Committee meeting to start Union Negotiations is**

scheduled for Wednesday, January 11<sup>th</sup>, 2012 at 6:00 p.m. in the PBC Meeting Room in the basement of the Courts Complex.

2. **Employee Personnel Manual - FMLA Policy and Procedures -Update:** Kuchar reported the committee also approved the FMLA policy and procedures at their special committee meeting that was held on December 1<sup>st</sup>, 2012. The committee reviewed and discussed the suggestions from Julie Bruch regarding adopting the Family Medical Leave Act (FMLA) in the Personnel Manual. The County would need to initiate the FMLA forms when an office holder is made aware of the need for an employee to be off more than 3 consecutive days. FMLA time would start at the same time an employee is taking off earned time off. The committee recommends the FMLA Policy and Domestic & Sexual Violence Act with the 12 month rolling and when the FMLA is initiated. At the next regular meeting, the committee will discuss jury duty, leave without pay, holidays and disciplinary action. The committee met at the Special Personnel Committee meeting on December 1<sup>st</sup>, 2011 to approve the FMLA Policy and Procedures. These will be introduced at the December Full Board meeting along with copies to Office Holders, and the Full Board will vote in January 2012.
3. **Employee Personnel Manual - Proposed Changes that were Submitted Last Month – Approval:** Motion by Kuchar, second by Bathurst to Approve the Proposed Changes to the Personnel Manual that were Submitted Last Month. All in favor, motion carried.
4. **ICRMT Employment Practices Seminar -Update:** ICRMT will be hosting an Employment Seminar on Tuesday, January 24<sup>th</sup>, 2012 from 9:30 am to Noon at the Magnuson Hotel at Rt. 108. All Office Holders will be invited to attend, and Kuchar believes this seminar will be beneficial.

**ROAD AND BRIDGE COMMITTEE REPORT:** Given by Chairman Bonnie Branum as follows:

1. **Red Ball Trail Project -Approval:** Branum reported that there was a meeting with Ameren regarding funding of the Red Ball Trail Project. The low bid came in at \$1,243,598.35. The Preliminary Engineering Agreement was \$61,387.46 and the Construction Engineering was \$71,367.79 for a total of \$1,376,353.60 for the project. As of the committee meeting, Ameren did not have an answer as to whether they would contribute more than their initial agreement of \$280,000. Engineer Smith also checked with IDOT to see if they could help with additional funding. IDOT responded that they could help with an additional \$121,800. The \$121,800 will have to be added to the original IDOT agreement. The State Amendment paperwork will be completed for \$707,300 EDP funds. There is about \$1 Million allocated to this project from the State and other funds. The committee discussed the need to approve this bid by December 15<sup>th</sup>, 2011. **Motion by Branum, second by Miles to Approve the Amendment #1 with IDOT for the Red Ball Trail Project for \$121,800. All in favor, motion carried.** Branum reported the 45 day window on accepting bids will run out so the Board will need to award this today even with a \$30,000 difference. Bone and Deabenderfer agreed. Deabenderfer stated considering Ameren has been a good neighbor with taxes they pay we need to go ahead. Plunkett stated this will be the first mileage of concrete road that the County puts in. The project will start after school closes in the summer of 2012 as the road must be closed to cure the concrete. **Motion by Branum, second by Wendel to Award the Red Ball Trail Project to the Low Bidder, Moniger Excavating, for \$1,243,598.35 with the County Portion being \$333,176.80. Roll Call Vote: Ayes - 19, Absent – 2. Those Voting Aye: Bathurst, Beck, Bishop, Blankenship, Bone, Branum, Deabenderfer, Durbin, Gasparich, Graden, Hertel, Hitchings, Kuchar, Merano, Miles, Moore, Plunkett, Wendel, Williams. Those Absent: Komor, Helgen -left early. Motion carried.** (See Resolution Book 12, pages 43-54).
2. **Annual Township Bridge Program Audit Report #30 –Approval below:** Branum reported that the Highway Department received the State’s Independent Audit Report to be presented to the County Board and to be put on file in the County Clerk’s office.

3. **Annual Road District MFT Audit Report #59 –Approval below:** Branum reported that the Highway Department received the State’s Independent Annual Road District MFT Audit Report. The report is ready for board approval and to be put on File in the County Clerk’s Office.
  
  4. **County MFT Audit Report #80 –Approval on all three:** Branum reported that the Highway Department received the State’s Independent Annual County MFT Audit Report for County Board approval and to be put on file in the County Clerk’s office. **Motion by Branum, second by Kuchar to Approve the Annual Township Bridge Program, Road District MFT, and County MFT Audit Reports and to put on file in the County Clerk’s Office for public review. All in favor, motion carried.**
  5. **2012 Fuel Letting Date -Update:** Date set for Wednesday, January 25<sup>th</sup> at 8:30 a.m.
  6. **2012 Rock Letting Date -Update:** Date set for Friday, January 27<sup>th</sup> at 8:30 a.m.
- Hertel asked about Dustin Sefton’s training on bridge inspections and Engineer Smith replied this will be done in February or March, 2012.
- APPROVAL OF 8 COMMITTEE REPORTS & MINUTES:** Motion by Bishop, second by Gasparich to approve the 8 committee reports and minutes. All in favor, motion carried.

**ANNOUNCEMENTS:** Chairman Plunkett reminded everyone of the Christmas Luncheon to be held on Thursday, December 15<sup>th</sup>, 2011 from 11:00 am to 1:30 pm in the Fellowship Hall of St. Paul’s Lutheran Church and stated he appreciates the Church’s hospitality.

**SCHEDULE CHANGES:** Chairman Plunkett notified the Board of a Special Personnel meeting for Union Negotiations scheduled for Wednesday, January 11<sup>th</sup>, 2012 at 6:00 pm in the PBC meeting room at the Courts Complex.

Chairman Plunkett also stated the 2012 Fuel Letting Date is set for Wednesday, January 25<sup>th</sup> at 8:30 a.m. and the 2012 Rock Letting Date is set for Friday, January 27<sup>th</sup> at 8:30 a.m. at the Highway Department.

**APPOINTMENTS:** Motion by Williams, second by Hitchings to Reappoint Randy Riemann as Commissioner to the Pitman-Zanesville #2, County Zone #33, Drainage District for a three year term which expires December 31<sup>st</sup>, 2014. All in favor, motion carried.

Motion by Bone, second by Durbin to Reappoint Tom Rogers to the Emergency Telephone System Board for a four year term which expires November 30<sup>th</sup>, 2015. All in favor, motion carried.

**PAY BILLS:**

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Bathurst, second by Beck to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 19, Against – 0, Absent – 1, Abstain -1 (Moore). Motion carried.
2. **Motion by Graden, second by Miles to pay all other approved bills. All in favor, motion carried.** For itemized listing of bills paid, refer to Accounts Payable Book for FY 2011.

**ADJOURN:** Until the Full Board Meeting on **Tuesday, January 10<sup>th</sup>, 2012 at 8:30 a.m.** at the Farm Bureau Building, Hillsboro, Illinois.

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

Meeting adjourned at 10:14 a.m.

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

