

**Montgomery County Board
Minutes**

For Tuesday, January 10th, 2012 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, January 10th, 2012 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 Kuchar 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 County Board Meeting held on Tuesday, December 13th, 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** – *2 reports -Revenues and Expenses for FY 2011.* 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** – 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 Gasparich, second by Blankenship to approve the 11 items on the Consent Agenda. All in favor, motion carried.

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT:

1. **Eight Employees Took Severance Package -Update:** Chairman Plunkett announced that 8 of 13 eligible employees took the Voluntary Employee Severance Package and the salary savings to the county is \$200,000 a year. Plunkett explained that four positions will be replaced at a lower salary and four positions will either not be replaced or become part-time positions. Member Gasparich asked about the IMRF implications, and Treasurer Jenkins stated the IMRF costs will be spread out over many years.

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

1. Historic Courthouse Renovations Change Orders -Approval:

The Board was referred to the spreadsheet of change orders provided by Hurst-Rosche, plus one addition. Hurst-Rosche architect Brent Lance explained the prior approved change orders: credit on doors for (\$4,055.00), subfloor and ADA handrail for \$2,186.00, gypsum board added to west wall of rooms 201, 202, 203 for \$1,279.00, additional labor required to shim new floor joists for \$1,358.00, move existing pull box above AHU in Treasurer's office for \$312.95. The proposed change orders not needed were: extra labor in County Clerk's office for HVAC for \$14,000, ceiling lowered by 2" on second floor for HVAC for \$6,500 and issues with data closet for \$14,000. Bone thanked Treasurer Jenkins and County Clerk Leitheiser for allowing contractors access to their offices during weekday hours to get the HVAC systems replaced in their offices. Brent Lance reported that the new change orders for the Board to approve today total \$23,070.54, which now brings the grand total change orders at 2.72% over the original contract price. Individually, the new change orders are:

Electrical changes to second floor, demo, replacement (move box near sewer line)	\$ 4,026.00
Data Closet – Addition of a wall, a door, and required electrical change	\$ 1,780.50
Door between boardroom and hallway 204 (doorway widened –replicate door)	\$ 2,441.00
Addition of 2 heating coil to AHU-1 in room 201-204 eliminating steam radiators	\$ 724.52
Plaster damage exceeds the 20% allowable surface area to be repaired (drywall)	<u>\$14,098.52</u>
	\$23,070.54

Lance reported that the project is at the halfway point, and believes the contingency will be well below 10% and would like to see it at 5%. The demolition of the elevator is the greatest risk, and he expects possibly \$10,000 - \$11,000 more on change orders as a result of things unexpected. Hertel asked Bone if both the architect and the contractor were at the meetings as these change orders were discussed, and Bone responded affirmatively. Plunkett stated we can ask Mike Cavanaugh to get the price of the heating coils included in the HVAC Grant. Gasparich asked about the completion date and Lance replied April 17th, 2012 with a move-in date 1 week to 10 days after completion. Plunkett stated the decision was made to delay the project thirty days because it would have cost us more to have a special Board meeting to approve these change orders. **Motion by Bone, second by Hitchings to Approve the Historic Courthouse Renovation Change Orders in the Amount of \$23,070.54. Voice Vote: No – 1 (Merano). Motion carried.**

2. Maintenance Issues and Report:

- **Flat Roof Repairs -Update:** Bone reported that the committee discussed the quote from Young's Roofing in the amount of \$4,380 to repair the flat roof area where the air conditioning units are housed. This work will need to be done in the next few weeks when Korte-Luitjohan is done using the roof to get debris out of the building. Maintenance worker Lloyd Meyer will work with Korte-Luitjohan and Young's Roofing to get the work scheduled.
- **ADA Signage -Update:** Bone reported that Meyer received 2 quotes for the ADA signs for the county buildings, and that a total of nine signs including Braille will need to be ordered. Seton Company of Branford, CT gave a quote of \$2,100.65 and Jorn Sign Company of Hillsboro has a quote of \$1,364.74. The Judge's Office has agreed to pay for two of the signs for the Courthouse Complex and Jail, the Building and Grounds committee will pay for the Historic Courthouse signs, and the other offsite county buildings such as the highway and health departments will purchase the signs for their buildings from their respective budgets.

- 3. Grinder for the Jail -Update:** Bone reported the committee discussed having Undersheriff Robbins get information to present to them for the muffin grinder and report it to them next month. The City of Hillsboro will also be contacted regarding the specifications for the muffin grinder. Bone stated the grinder was put in the budget.

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

- 1. County Comprehensive Plan -Update:** Deabenderfer reported the next Comprehensive Planning meeting is scheduled for Thursday, January 12th, 2012 at 6:00 pm at the U of I Extension office to review and take action on the entire Comprehensive plan. A recommendation will then be made to the County Board and Deabenderfer anticipates it will be available at February's Board meeting.
- 2. MCEDC -Update:** Deabenderfer reported that the MCEDC Executive Board met on January 9th, 2012 with the new Executive Director Erika Kennett in attendance.
- 3. NAGS -Arches Rail Trail -Update:** Deabenderfer reported NAGS representative Mark Joy was present at the committee meeting and gave an update on work being done on Arches Rail Trail in Butler Grove Township. NAGS would like to install some gates to block traffic so cars can't go on the trail, and signage for the trail has been put up. Joy stated that they have made arrangements for mowing and grading work to be completed. Joy will get some costs for items needed for the trail and report back to the committee next month. He will also call Engineer Smith regarding the availability of used rock for the trail. Deabenderfer reported NAGS has the necessary equipment to move rock and three gates are needed at \$150 each.
- 4. Small Communities with Clean Up Issues -Update:** Deabenderfer reported that Gasparich suggested a Revolving Loan Fund be made available to help communities clean up derelict properties and asked the Board for ideas.

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

Ambulance Call Reports:

A summary of monthly operations for **December 2011** will be submitted next month.

AMBULANCE REPORT:

- 1. Collections -Update:** Moore reported total Collections for **December** are **\$94,133.07**.
- 2. Collections for Year 2011 -Update:** **\$1,127,087.40** (December not added)
- 3. Small Claims -Update:** Small Claims was December 9th, 2011. 1- Default notice and order sent, 2- Set for status hearing February 10th, 2012, 1- Reset waiting on disability orders, 1- Judgment order, 1- Moved to Missouri, 1 - Moved to Mt. Olive, 1- Moved to Moline, 1- Moved to Taylorville, 1- On parole, 2- Agreed to start making payments, 1- Paid in Full from a bankruptcy settlement. Moore reported that collection agencies are also working on outstanding claims.

EMA:

- 1. Radio for EMA Alternate -Update:** Moore reported a Radio has been delivered for Gasparich in order for him to have necessary equipment. (\$485.00)
- 2. Regional Meeting -Update:** Moore reported that Cathy Ulrici will be required to keep updated and be kept active with EMA exercises, StarCom Radio checks, and other EMA events. Ulrici will also need to comply just as Director Holmes does in order for Montgomery County to stay accredited.
- 3. Director Holmes off for Surgery -Update:** Moore reported Director Holmes will be having surgery on January 10th, 2012 (rotator cuff repair) and will possibly be off 4 weeks. Joe Gasparich, Jim Moore, and Cathy Ulrici will be providing EMA services in Holmes' absence.
- 4. Cots and Blankets -Update:** These items arrived on December 13th, 2011 and are being picked up by the shelters.

5. **DTN Weather Service -Update:** Moore reported that on January 1st, 2012, MCSODC will discontinue the DTN weather service, which cost EMA a total of \$1,971 a year. Information Systems Representative Bill Purcell is looking into other sites that are free, and Gasparich reported to the committee there are some free sites that would work just as well. The sirens can't be turned on or toned until they get notification from the National Weather Service.
6. **New ADA Standards for Service Animals in Shelters -Update:** Moore reported IEMA sent the regulations out on December 22nd, 2011 and a copy has been given to Holly Lemons. It only applies to miniature horses and dogs.
7. **AED Course -Update:** (Refresher Class for some employees) Moore reported the AED Course is set for Thursday, February 23rd, 2012 in the PBC room, and Hillsboro Hospital representative Becky Cullison will do the training. Two sessions will be offered on February 23rd for a cost of about \$250.00. Holmes will send out a sign-up sheet to each office.

OTHER BUSINESS:

1. **Weather Spotter Class -Update:** Class will be held on Monday, February 6th, 2012 at 6:00 p.m. at the Hillsboro Moose Lodge.
2. **Raymond/Harvel Ambulance District -Update:** Moore reported the committee discussed that Raymond/Harvel Ambulance District is struggling for volunteers, but the issue has been solved. Member Hitchings spoke with them and the Ambulance District did some recruiting last fall and now have 18 volunteers.

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

1. **SOA Report -Update:** Chairman Blankenship reported that the SOA report is in their packet for review.
2. **GIS Report -Update:** Chairman Blankenship reported that the GIS report is in their packet for review.
3. **Revolving Loan Fund -Update:** Blankenship reported from Amanda Cole there were payments made from two of the three businesses in January, and no update is available on the bankruptcy of the third business.
4. **Security Alarm Ordinance #2012-01 -Approval:** Ordinance was submitted last month for the board to review. Undersheriff Robbins has spoken with Tobin Ott of WSMI to set up a time to get radios announcements out to inform the public regarding this new ordinance. Robbins also has a press release notice ready to go out. **Motion by Blankenship, second by Hertel to Approve the Security Alarm Ordinance presented Last Month. All in favor, motion carried. (See Resolution Book #12, pages 55-60).**
5. **Purchase of Sheriff's Department Squad Cars -Update:** Blankenship reported the Sheriff's Department has requested that vehicles be traded when they reach 80,000 miles, and then be accessed at that time. The cost of purchasing four new vehicles and the changeover equipment will be about \$125,000 including trade-in value. The committee approved for Undersheriff Robbins to send out the bids and have them ready to open at next month's committee meeting. Graden asked if the vehicles would be 2012 models and Blankenship replied affirmatively.
6. **Salary Structure/Potential Budget Amendments -Update:** The Committee discussed the salaries for the employees who volunteered to take the severance package last month. In 1994, the Board approved for the County Officeholders to participate in a SIUE Job Study which provided job classification and a salary range for each county position based on information provided by individual officeholders and employees at that time. Blankenship reported that elected and appointed office holders will be asked to use the 1994 salary study and bring their office salaries up to date and submit this information to the next Finance committee meeting for their consideration.

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

1. **Elections -Update:** Durbin reported the County Clerk's office is working on ballot layout and entering county candidates into the elections software. Members received a handout from UCCI clarifying the residency requirements for County Board candidates to be within their County Board District boundaries, as well as a handout of the 2012 Primary Schedules for all States.
2. **Insurance Valuation Report of Tangible Property Assets for Montgomery County and Increase in Insurance Premium -Update:** Durbin reported the Committee reviewed the report with the increase in the County owned property values. The Committee discussed leaving the drop sheds and gazebo on the Insurance inventory for a difference in premium of \$300.00. The new Recycling office building will also need to be added to the insurance inventory once it is complete.
3. **Property Casualty Insurance -Approval:** Durbin reported that ICRMT representative Hamrock stated to the committee that there is earthquake insurance coverage for all county buildings but not county roads and bridges. Only one bridge in Illinois is insured, and it is located in Pike County over the Mississippi River. Durbin reported there is an increase in the Insurance premium to ICRMT of \$12,296.00 due to the increased property values as determined by appraisal. Hamrock also informed committee members that the insurance premiums won't change for the new Sheriff Cars that will be purchased during the year. Miles asked about the appraisal results increasing county properties' values and Chairman Plunkett replied a \$3 Million dollar value increase occurred. Bathurst stated that even with the increase in premium, the total premium is still less than we paid last year. Durbin reported past County Board member and local appraiser Nelson Aumann appraised our properties in prior years for a nominal fee, but an ICRMT provider completed the appraisal this year at no charge. Hertel stated he is concerned with paying an increase since we recently awarded ICRMT the bid, and asked why the new property values were not used at the time of the bidding process. Plunkett stated the bidders based the value on the property values that we supplied at the time, and referred members to the Valuation Comparison Report (CBIZ) which includes total values of all property. Discussion took place on insuring the drop sheds and gazebo at Waggoner end of the Bike Trail. Chris Daniels reported we have a \$1,000 deductible for regular claims and a \$5,000 deductible on damage to structures. Deabenderfer asked if the deductible was \$5,000 for each drop shed, and Treasurer Jenkins stated the deductible is \$5,000 per loss on structures. He also stated we used the current property value schedule at the time of bidding and that values do not change until the new policy year. Plunkett asked Jenkins about the risk of declining to use the property value appraisal increase, and Jenkins replied we would receive a lower replacement value for the property should a loss occur. Bishop asked if the premiums will increase next year, and Jenkins stated that the annual increases from ICRMT will be minimal. Bathurst asked what can we do next time to get better information and bid to insurance carriers with accurate property values and Jenkins replied nothing can be done. Hitchings, a former insurance representative, explained that receiving different appraisals is a common occurrence. Hertel stated he would have felt better if ICRMT had told us from the beginning that the premium would go up \$12,000 next year. Jenkins stated he doesn't think this was done intentionally, and there was a short window of time to acquire bids. Durbin inquired about changing the insurance deductible to offset this cost, and Jenkins stated the County Board could table this request until the insurance company can be present to answer members' questions. Gasparich stated the increase in value is worth the \$12,000 increase in premiums, and requested that Jenkins relay the Board's concerns on the timing to ICRMT. Kuchar also believes the premium increase should be paid. **Motion Durbin, second by Bathurst to Approve Payment of \$12,296.00 to ICRMT for Increase in Property Values. All in favor, motion carried.**

4. Recycling Program and Events:

- **Recycling Office Building -Update:** Durbin reported the office building was finished last week and everything is moved in. The office building has helped with employee morale.
- **Fork Lift Tires -Update:** Durbin reported the tires were replaced for \$540.
- **Electronics Ban in Landfills -Update:** Durbin reported the new laws regarding electronics being banned in the landfills took effect January 1st, 2012. Lutz is considering an Electronics Drive in the spring and one in the fall. Williams asked if an area could be set up where electronics could be dropped off any time, but Plunkett stated electronics have to be under lock and key due to computer hard drive privacy laws. Beck suggested the county may want to have more than two Electronic Drives per year to accommodate the need.

5. EPA Report -Update: Durbin reported Gonet reported to work two days a week in December and is back full time since Tuesday, January 3rd. Gonet has HazMat training on January 25th, 2012.

6. Animal Control Facility and Program:

- **Animal Control Intake Summary -Update:** Durbin reported intake for the month of December: Dogs = 31, Cats = 5 for a total of 36 animals.
- **Animal Control Highlights -Update:** Durbin reported that Assistant ACO Andrew Beers passed the Humane Investigator training and test and is now certified.
- **Management of Facility -Update:** Committee discussed having Richardson manage the animal control facility and report to the HWE committee.
- **Ordinance -Update:** The committee discussed the revised Animal Control Ordinance that was given to them last month for review. The revised ordinance has been reviewed and approved by Assistant State's Attorney Betsy Wilson, and a copy is in everyone's packet. The yellow highlighted items have been added to the ordinance. The board members will review this Ordinance for one month and vote at the February board meeting.
- **PAWS CARE -Update:** Durbin reported that Vice-Chairman of PAWS CARE Kim Noyes addressed the committee with a draft copy of an Agreement between the County Animal Control and PAWS. Noyes explained that the Agreement would help define the work that PAWS wants to do for the County and noted that the last page had some information regarding their financial contribution to the animal control program. Noyes also explained that the focus of the PAWS group is to help keep the animals moving by getting them to a rescue as soon as they are available. A meeting will be set up with a few members of the PAWS group, Nancy Richardson, and Mary Bathurst and Sharon Kuchar from the committee to meet regarding the Agreement.

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

- 1. Employee Christmas Luncheon Location -Update:** Kuchar reported the committee discussed the positive feedback from County employees regarding the Christmas Luncheon held at the Fellowship Hall of St. Paul's Lutheran Church. There is no fee to rent the space, however a donation was given to the church. The committee decided to have next year's Christmas Luncheon on Thursday, December 13th, 2012 at the St. Paul's Lutheran Church Fellowship Hall.
- 2. Time-off/Planned Leave Forms for Appointed Department Heads -Update:** Kuchar reported the committee reviewed a "Planned Time Off" form for Appointed Department Heads to fill out and provide to the County Coordinator's Office so that time-off can be reported to the Treasurer's office on a monthly basis. Files with the time-off will be kept in the Coordinator's Office for the County Board per the policy that was just revised in the Personnel Manual. A memo will be sent out today to the department heads advising them of the new forms.

3. **Time Accrued on Paychecks -Update:** Kuchar reported Treasurer Jenkins stated that currently his office has been keeping track of all employees' time-off on a monthly basis and putting that information on the pay stubs. The committee discussed the need for accurate information from each office and if employees pay attention to this information on their paychecks. Circuit Clerk Lemons and County Clerk Leitheiser stated that they have a spreadsheet that keeps track of their employees' time-off and each employee must review it for accuracy each month and sign off on the report each time. A note will be put in the next paychecks surveying the employees to see if they utilize the accrued time-off reported on their pay stubs. The employee will sign off on the survey slip and give it to their Department Head, and the committee will review the survey results at their next meeting.
4. **Employee Job Descriptions and Salary Structure -Update:** Kuchar stated this was previously discussed in Finance Committee report.
5. **Employee Personnel Manual -Approval:**
 - **FMLA Policy and Procedures:** The revised FMLA Policy and Procedure was provided last month for board members to review for one month. **Motion by Kuchar, second by Bathhurst to Approve the Family Medical Leave Act Policy and Procedures in the Personnel Manual as Presented Last Month. All in favor, motion carried.**
 - Kuchar reported the committee reviewed the next part of the Personnel Manual (jury duty, leave without pay, holidays and disciplinary action). The Committee approved to introduce this section to the Full Board for 1 month to review. After the Board meeting, the changes will be sent out to the Offices for employee review. These three pages are included in the Board packet to review and to vote on at the February board meeting. Changes are underlined in yellow.
6. **Sheriff's Department Union Contract with Local Laborers #773 -Update:** Kuchar reported the Special Personnel Committee meeting to start Union Negotiations is scheduled for Wednesday, January 11th, 2012 at 6:00 p.m. in the PBC Meeting Room in the basement of the Courts Complex.
7. **ICRMT Employment Practices Seminar -Update:** Kuchar reported this seminar is scheduled for Tuesday, January 24th, 2012 from 9:30 am to Noon at the Magnuson Hotel at Rt. 108. , and a memo is going out to all Office Holders to invite them to attend. They should reply by Friday, January 13th at 3:00 p.m. Kuchar stated this is very worthwhile event to attend.

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

1. **Red Ball Trail Project -Update:** Branum reported Engineer Smith hasn't heard anything about an increase in Ameren's portion of the Red Ball Trail Project. Smith stated to the committee that a bill has been sent for \$33,000 to Ameren for their portion of the Preliminary Engineering work on the Red Ball Trail Project.
2. **2012 Fuel Letting Date -Update:** Date is set for Wednesday, January 25th, 2012 at 8:30 a.m. at the Highway Department building.
3. **2012 Rock Letting Date -Update:** Date is set for Friday, January 27th, 2012 at 8:30 a.m. at the Highway Department building.
4. **Obptande Subdivision -Approval:** Branum reported Engineer Smith presented a final plat for Obptande Subdivision in Schram City, and since Schram City doesn't have a zoning ordinance, this falls to the County to approve. Engineer Smith has reviewed and doesn't see any issues or concern and recommends approval. **Motion by Branum, second by Hitchings to Approve the Obptande Subdivision in Schram City. All in favor, motion carried.**

5. **Resolution #2012-01: Resolution to appropriate funds for 1093 B-CA, North 32nd Rd., Bois D'Arc Road District, 50% RD – 50% County Project -Approval:** Total is \$25,000. County's Portion is \$12,500. **Motion by Branum, second by Williams to Approve Resolution #2012-01: Resolution to appropriate funds for 1093 B-CA, North 32nd Rd., Bois D'Arc Road District, 50% RD – 50% County Project. Total is \$25,000. County's Portion is \$12,500. All in favor, motion carried. (See Resolution Book 12, pages 61-62).**
6. **Vacant Mechanic's Position -Update:** A Special Meeting for Interviews is scheduled on Tuesday, January 24th, 2012 at 6:00 p.m. Applications will be due by Thursday, January 19th, 2012.
7. **Walton Park Bridge Project -Update:** Engineer Smith reported to the committee he received paperwork for balance authorization and will submit to the State of Illinois for the Walton Park Bridge Project. Once the State does the Audit, final paperwork can be completed.

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

ANNOUNCEMENTS: A thank-you card was read from the newly appointed Christian/Montgomery Regional Superintendent of Schools, Marchelle Kassebaum, who appreciates the Board's support.

Chairman Plunkett notified Board members of a new list of fund balances report they will be receiving on a monthly basis at each meeting.

SCHEDULE CHANGES: Chairman Plunkett reminded the Board of the Special Personnel meeting for Union Negotiations scheduled for Wednesday, January 11th, 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 25th at 8:30 a.m. and the 2012 Rock Letting Date is set for Friday, January 27th at 8:30 a.m. at the Highway Department.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Hitchings, second by Bishop 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 2012.

ADJOURN: Until the Full Board Meeting on Tuesday, February 14th, 2012 at 8:30 a.m. at the Farm Bureau Building, Hillsboro, Illinois.

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

Meeting adjourned at 10:00 a.m.

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

**Montgomery County Board
Minutes**

For Tuesday, February 14th, 2012 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, February 14th, 2012 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 Graden, 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, January 10th, 2012. All in favor, motion carried.

CONSENT AGENDA:

1. **Chief Assessment Officer's Report** – Ray Durston was present for questions.
2. **Circuit Clerk's Report** – Circuit Clerk Chief Deputy Stephanie Keiser was present for questions.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions and stated her office is now open for absentee voting in the March primary. Voter registration services will close on February 21st and address change forms are available now for County Board members and on the County website and Leitheiser requested that members contact her office staff for voter lists. Hertel asked Leitheiser if she is notified if a voter moves out of Montgomery County and she replied affirmatively.
4. **County Treasurer's Report** – was submitted. Plunkett reported auditors are on site at county officers today.
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 Miles, second by Bathurst to approve the 11 items on the Consent Agenda. All in favor, motion carried.

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT:

1. **ROE Superintendent -Update:** Regional Superintendent of Schools Marchelle Kassebaum shared her experiences on the job the first six weeks. Her first goal was to visit all nine schools and learn how they operate, the direction they are going, and what is working and what is not.

She stated that as ROE Superintendent, it is her job to see that State initiatives are intact and that schools in her district are in compliance with various State Laws. Kassebaum stated she attended a Teacher's Institute in Pana and plans to attend future Board meetings. She has been participating in a Leadership Workshop that meets in Taylorville every Wednesday, is now a Rotary member, and a member of the CEFS Board. She is in charge of monitoring the program and budget of the ROE's alternative school, the Birth-age 3 program, substance prevention program and teen pregnancy program. Kassebaum stated ROE Superintendents are required to make sure all teachers are certified and reported that the County has highly qualified teachers. She stated her job has been a learning process, and she wants the Board to have a better understanding of what her job entails as State Superintendents are working with Legislators regarding the future of Regional Superintendents, with information about their role to be made public on April 1st 2012. Deabenderfer asked if the committee consists of ROE Superintendents, and Kassebaum replied it is a State Commission. Hertel stated State Senator John Sullivan can be contacted for more information. Deabenderfer asked if it was possible that the State would want the County to pay the Superintendents' salaries. Hertel stated the commission will discuss if the State wants to eliminate the Regional Superintendent positions, and if so, how the Counties will deal with it. Kassebaum stressed how important her job as ROE is, as she must make sure schools are implementing various state laws. She stated her office runs very efficiently, and it would be costly to outsource their services, and if there is a restructure of ROE services, it will have to take place over time. Plunkett stated there seems to be a repeated scenario where the State creates a problem that needs corrected later. Gasparich asked Kassebaum if she could attend an EMA meeting to address school safety issues relating to updating school emergency plans. Kassebaum stated that she would gladly attend and that she wants to work closely with first responders for better emergency preparedness in the schools. Chairman Plunkett asked Kassebaum who is the Assistant Superintendent and she replied that Marie Joy and Marsha Blackman are helping with those duties until July 1st, 2012, when a permanent assistant will be chosen.

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

- 1. Johnson Controls Maintenance Contract -Approval:** Bone reported that John Bryant of Johnson Controls addressed the committee with the annual maintenance agreement in the amount of \$5,970. This maintenance fee for 1 year is a 3% increase from last year and the Contract year begins March 1st, 2012. **Motion by Bone, second by Hitchings to approve the 1 Year Maintenance Agreement for \$5,970 with Johnson Controls. Voice Vote: 19 members in favor, 1 no vote (Hertel). Motion carried.**
- 2. Painting in Treasurer's Office -Approval:** Bone stated his committee is trying to accommodate those offices on the first floor of the Historic Courthouse with carpet and paint. Treasurer Jenkins had 3 rooms of his office painted by a community service worker who is also a union painter and that individual ran out of hours last week. Jenkins contacted Painters Union District Council 58 Business Representative Cy Austin to inquire about hiring the same community service worker to complete the painting in his office. It was estimated to take 120 hours to complete the work at approximately \$43.00 per hour for prevailing wages. Cy Austin stated that this would be a 3 year contract with Painters Union District Council 58 and the community service worker would be a direct hire to the courthouse and then laid off once the work was completed. The 3 year union contract would not preclude our maintenance staff from painting. The contract would be waived if more community service hours are needed to be completed. Del Scott from Korte-Luitjohan offered to contact Spectra Painting to hire a union painter; however they couldn't guarantee the community service worker will be the painter. Bone stated the committee does not want a 3 year contract and has received a bid from Korte-Luitjohan for \$4,728. **Motion by Bone, second by Kuchar to approve the bid from**

Korte-Luitjohan for \$4,728 to complete painting in the Treasurer's Office. All in favor, motion carried. The amount will be paid from Buildings and Grounds Maintenance to Buildings.

3. Historic Courthouse Renovations -Approval: Bone reported the following:

- Elevator: Shaft doors will be done next week, it will take 5-6 weeks to fabricate elevator, and the new elevator will be delivered March 26th.
- Drywall and painting of the wall are complete, and the trim still needs to be painted.
- Old Fire Escape Stairs have been demolished, and new stairs will be installed in a couple of weeks.
- HVAC is all installed.
- Ceiling Grid is going in this week and lights are being installed.
- Installation of the Data Lines was completed February 9th.
- Fire Alarm installation is nearly complete.
- **Elevator Shop Drawing:** Brandon Little of Hurst-Rosche got the final signed elevator shop drawing to Del Scott of Korte-Luitjohan on February 10th. Brent Lance of Hurst-Rosche reported to the Board that during demolition of the elevator conditions were discovered which will cause the size of the cab to be smaller than originally specified but will still comply with ADA requirements. The existing shaft is 12 inches narrower from side to side, shop drawings were resubmitted, and everything is moving forward on the elevator installation. Lance stated an additional request for money for electrical work was rejected, so there are no new change orders so far.
- **Invoicing:** Invoicing is 1 month behind, and Brent Lance of Hurst-Rosche reported there were no lien waivers from Korte-Luitjohan so he wouldn't sign off for January payout until suppliers and subcontractors were paid. He later learned waivers weren't sent because an office personnel was on maternity leave. To get caught up, we will need to pay application #5 in the amount of \$197,438.00 this month contingent on acceptance of waivers from Hurst-Rosche. Lance stated upon receipt he will sign request #5, but it is possible workers can decide not to work if not paid although they have said they will work. **Motion by Bone, second by Miles to Approve Pay application #4 to Korte-Luitjohan in the amount of \$152,514. All in favor, motion carried. Motion by Bone, second by Wendel to Approve the payment of Pay application #5 in the amount of \$196,438 Contingent on Acceptance of Waivers from Hurst-Rosche Engineers. All in favor, motion carried.** After these payments, the County will have paid approximately \$458,000 so far on the project.

4. Project Completion Date is April 23rd, 2012: Lance stated the contract still states April 18th.

5. ADA Coordinator's Report -Update: Bone reported Circuit Clerk Holly Lemons addressed the committee regarding some ADA issues and suggested that an ADA Compliant Consultant come and check all our buildings to make sure we are compliant. The Courthouse Complex was built after the IL ADA code was passed in 1988, however some ADA issues exist such as the jury boxes and witness stands which should not have been elevated. Other issues include the height of sink counters and office customer counters. Maintenance staff will address installing grab bars in the restrooms, and ADA signs have been ordered. The Parking lot needs striped with handicap markings, and Bone stated we will continue to work on these issues.

6. Maintenance Issues and Report -Update: Roof is done by Young's Roofing and A/C units have been installed at the Historic Courthouse.

7. **DCEO Energy Grant -Update:** Bone stated Coordinator Daniels reported that confirmation was received on the acceptance of our SEDAC Energy assessment for the County Buildings, which will be performed as part of a grant from DCEO. 360 Energy Group Energy Engineer Paul Reitz will be here on February 22nd to complete an evaluation of our buildings, which will be the first step to getting information for specs needed to address the HVAC concerns at the Courthouse Complex. Bone reported that he attended a meeting Saturday in Jacksonville and we are first on the project list for grant funding.

8. **Grinder for the Jail -Update:** The committee reviewed two different models of grinders for the Jail. Maintenance Superintendent Lloyd Meyer stated that the unit will need to be hooked up to the generator. We will advertise for bids based on a specific horsepower and will look for a contractor/plumber to install the grinder.
9. **Paint & Carpet for Board Room -Update:** The committee discussed and approved for Coordinator Daniels to research prices to paint the Board room and replace the carpet and window treatments for review at next month's meeting. The third floor will be painted by maintenance staff.

Member Gasparich asked about grant funding for Courthouse renovations. Brent Lance stated we are doing a renovation not a restoration, so grants are not available. Chairman Plunkett stated we have checked into grants but funding was only available for exterior restorations.

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

1. **County Comprehensive Plan -Update:** Deabenderfer reported the committee received and will review the final draft of the Montgomery County Comprehensive Plan. The Full Board received the final draft at February's meeting and will review and vote on its approval at the March Board meeting. County Clerk Leitheiser will advertise for the Public Hearing that is scheduled for Thursday March 1st, 2012 at 5:00 pm at the Extension Office in Hillsboro. The presentation will be made by U of I consultant Keith Moran, and the Economic Development Committee is invited to attend the Public Hearing. Amanda Cole thanked the committee for their support of the University of Illinois Extension office through all their changes to get the plan completed. Deabenderfer encouraged all Board members to attend the public hearing, and stated a lot of time has been spent in putting this together. Chairman Plunkett thanked the Planning Commission for all their hard work and stated that the Comprehensive Plan is not a stepping stone to a zoning ordinance.
2. **MCEDC -Update:** Deabenderfer reported that Erika Kennett was hired to take Heather Hampton Knodle's place as MCEDC Executive Director, and also shared the Quarterly report for the E.D.G.E. Program as provided by Megan Beeler. Five businesses were visited in an effort to keep and retain businesses in Montgomery County, and more information will be presented in the future on Business Retention and Workforce Development. The next membership meeting will be held at the Church Street Pub on March 27th, 2012 at 6:00 p.m. The Committee discussed the changes with Amanda Cole's new position as Unit 18 Extension Director and inquired if the Economic Development Educator position will be filled and if the County will partner with U of I Extension. Deabenderfer reported that Amanda Cole stated the MCEDC could hire an independent consultant as the partnership with U of I Extension may change.
3. **Arches Rail Trail -Update:** Deabenderfer reported the committee reviewed a memo from Mark Joy regarding an update of NAGS activity with the Arches Rail Trail.

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

Ambulance Call Reports:

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

Total calls: 361 Total amount billed: \$212,578.00 Amount collected: \$94,133.07

A summary of monthly operations for **January 2012** are as follows:

Total calls: 356 Total amount billed: \$206,867.20 Amount collected: \$124,996.88

AMBULANCE REPORT:

1. **Collections -Update:** Moore reported total Collections for **January** are **\$124,996.88**
2. **Small Claims -Update:** February 10th, 2012 will be the status hearings on previous cases.

EMA:

1. **Weather Spotter Class -Update:** Was held on February 6th, 2012 with about 50 people in attendance. Member Beck stated she took the weather spotter class and it was excellent.
2. **Regional Meeting -Update:** Moore reported Holmes was unable to attend as she is off work six weeks from surgery. Stan Krushas from IEMA was at the EMA office and brought the new system to put the grant paperwork online to send to the State.
3. **Cots -Update:** There were 5 extra cots made available which will be put at the Litchfield shelter.
4. **Credit Card -Update:** Moore reported Director Holmes stated to the committee that the EMA office is in need of a credit card to register for conferences or to get fuel on an emergency basis. The committee discussed getting a credit card with a limit of \$1,000 for emergency purposes. Chairman Plunkett stated that a few years ago the auditor stated there should not be credit cards. Moore wants Holmes to get an opinion from the auditor. The committee discussed getting a debit card versus a credit card. Gasparich suggested talking to the Finance Committee about getting a card for these emergency purposes. The committee will discuss this further.
5. **Shelters -Update:** Member Gasparich handled the shelters during the ice storm on January 20th, 2012. There were about 68 people that were stuck on I-55 and had to be transported to the Litchfield High School for overnight shelter. An additional 70 blankets were purchases from Wal-Mart at cost, and after the event, the blankets were laundered and brought to the EMA Office. Gasparich praised school staff who gave out snacks and refreshments, along with Chad Allison and Dale Bruhn, Litchfield First Responders, and Russ and Helen Beason from Red Cross for handling everything smoothly. Gasparich stated this occurrence was an eye opener and we owe it to the people on the Interstate to have an adequate shelter in Litchfield. Moore thanked Gasparich for his assistance during this event.
6. **CPR/AED Course -Update:** Set for Thursday, February 23rd, 2012 in the PBC room. Times are 8:30-10:30, 10:30-12:30. 1:30-3:30. Employees should sign up by February 22nd.
7. **Coffeen Search for Elderly Man -Update:** Per Gasparich, a volunteer Firemen's group will help with this search.

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

1. **Probation Department Advises Committee about Seeking a Bid for a New Vehicle - Update:** Blankenship stated that Chief Probation Officer Banee Ulrici reported to the committee that Judge Schwarm and Judge Long gave the approval for the Probation Office to advertise for a new vehicle that will be used to conduct home visits and to transport drug court

clients to Taylorville. The current vehicle is 8 years old and is having mechanical problems. Bane will advertise the bid opening to be held at the Probation department and the new vehicle will be paid for by Probation fees.

2. **Award Bids for Sheriff's Vehicles -Approval:** All bids include a trade-in value.
Victory Lane \$22,676 for a 2013 Ford Explorer
Wright Automotive \$22,100 for a 2013 Ford Explorer
Roger Jennings \$78,279 for 3 Police Chevy Tahoes
Blankenship reported the Ford Explorer, which is not a police package, will be for the Sheriff, who will try it and see how it holds up. It is built lower on a car frame and not a truck frame and is a 4 wheel drive crossover. It will cost about \$5,000 per vehicle to switch over equipment and to detail the vehicles. The total cost for everything should be about \$120,000. Merano asked if painting and equipment needs to be bid out and Chairman Plunkett replied no, it is a professional service. **Motion by Blankenship, second by Williams to Approve the low bid from Wright Automotive to purchase one 2013 Ford Explorer in the amount of \$22,100 and to approve the low bid from Roger Jennings for Three 2012 Police Chevy Tahoes in the amount of \$78,279. This includes trade-ins. Roll Call Vote: Ayes - 20, Absent - 1. *Those Voting Aye: Bathurst, Beck, Bishop, Blankenship, Bone, Branum, Deabenderfer, Durbin, Gasparich, Graden, Helgen, Hertel, Hitchings, Kuchar, Merano, Miles, Moore, Plunkett, Wendel, Williams. Those Absent: Komor. Motion carried.***
3. **Coroner's Salary -Approval:** Blankenship reported the Coroner's salary is currently \$26,851. Chairman Plunkett calculated that Coroner Broaddus' salary would increase to \$31,147 and remain at that level for each of 4 years based on the percentage raise that was given to the other elected officials a couple of years ago. The committee discussed that the 16% up front increase was based on the State of Illinois eliminating some or all of their stipends. Graden asked if the decision was the Board's and Plunkett replied affirmatively. **Motion by Blankenship, second by Kuchar to Approve Setting the Salary of the Coroner to \$31,147 for the next Four Years. Voice Vote: In favor - 19, Against - 1 (Miles), Absent - 1 (Komor). Motion carried.**
4. **Microfilming Records -Approval:** Blankenship reported that Circuit Clerk Lemons is the process of hiring a company to microfilm more documents. Funds were allocated for the microfilming project at the budget hearings. A proposal from HOV Services was received in the amount of \$35,090.01 to microfilm 169 boxes of court cases. Moore asked Stephanie Keiser if the Clerk assesses a fee and she replied affirmatively that a document storage fee of \$15 is charged on every court case filed and used for this purpose. **Motion by Blankenship, second by Merano to Approve the Proposal from HOV Services in the amount of \$35,090 to Microfilm 169 boxes of Court Cases. All in favor, motion carried.**
5. **Circuit Clerk's Audit Report -Update:** Blankenship reported the Committee reviewed the Circuit Clerk's office Audit Report prepared by Patton & Company and no major problems or deficiencies were found in the Audit. Board members were given a copy to review for one month, and the Audit will be approved at the Full Board meeting in March.
6. **County Trustee Surplus Tax Parcel Auction -Update:** Blankenship stated Bill Krieger from Meyer & Associates reported that they are proposing a County Trustee Surplus Tax Parcel Auction for April 20th, 2012, which will be a sealed bid sale. Minimum bid is \$750 plus recording fees for a total of \$810 minimum bid per parcel. Catalogs will be prepared by Meyer and Associates and given to the Treasurer's office to sell. There are about 125 parcels including 37 parcels in Deer Creek Condo complex. Plunkett stated to the committee that the Deer Creek Campground lots were sold in years past and the new owners were upset when they found out the campground wanted annual association and maintenance fees. Ron Jenkins suggested that Meyer & Associates should check with Assistant State's Attorney Betsy Wilson to receive an update about these parcels and Condo Association.

7. **Salary Structure -Update:** Elected and Appointed Office Holders were asked to use the 1994 salary study and bring salaries up to date and submit information to the Finance committee meeting. Plunkett wants to think about the proposed Salary Structure and the Salary Structures for new positions that were not in the 1994 Salary Structure along with the Appointed Officials and Salaried Employees. Committee entered into executive session to discuss personnel and salary issues, and no action was taken.

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

1. **Elections -Update:** County Clerk Leitheiser reported that Thursday was the first day for absentee voting. Ballot programming and layout was completed smoothly with Deputy Clerk Terri Miller leading this process, which will be a large savings to the county. There are a total of 228 ballots county-wide for Democratic, Republican, and Non-Partisan Ballots for the Primary Election.
2. **Recycling Program and Events:**
 - **Annual Contract with Com2 for E-Waste Collections -Approval:** Durbin reported the e-waste ban began on January 1st of this year. The Com2 contract is up for renewal and will now pay \$.02 per net pound for any electronics material that is shipped from the Recycling center. Previously we were not paid for materials. The Com2 contract which is in effect through December 31st, 2012 has been reviewed and endorsed by Assistant States Attorney Betsy Wilson. A new Revenue line item for the e-waste will be created in the General Fund. Durbin stated we hope to have two electronic drives in the spring and fall. **Motion by Durbin, second by Bathurst to Approve the E-Waste Recycling Agreement with Com2. All in favor, motion carried. (For copy, see Resolution Book 12, Page 63-65).**
 - **Litchfield Drop Shed -Update:** Durbin reported a fire completely destroyed the Litchfield drop shed and warehouse, and the cause of the fire was undetermined. The fire started in the trash can in the front of the structure. The insurance company requested two bids for clean-up services, and bids were received from Davis Excavating and Kinney Contractors. Due to an emergency basis to clean up the debris, the Coordinating committee approved hiring Davis Excavating to complete the clean-up work. Durbin reported Davis Excavating cleaned up debris in one day for \$8,500. Graden asked if the insurance was settled, and Durbin replied it was not. Durbin reported the replacement value of the Litchfield facility increased from \$78,000 to \$141,000 after the insurance premium increased last month from increase in property values. Hertel stated with the turn of events, the \$12,000 premium increase was a good investment for the County. The insurance company has requested a couple of competitive bids to rebuild the facility. There were a few other locations for the facility discussed, with one possible location rented by the City of Litchfield. Since the location has not yet been determined, the committee decided to advertise for bids for the building. Helgen reported to the Board that he received complaints about moving the drop shed to a different location. Durbin stated he talked to Chairman Plunkett and has set up a Special HWE meeting for Friday, February 17th at 8:30 in the Annex building.
 - **Litchfield Drop Shed Rebuild Issue from 2008 -Update:** Durbin reported the Committee discussed an issue with the Litchfield Drop Shed when it was rebuilt in 2008. Assistant State's Attorney Wilson attended the committee meeting, and the committee decided to go into executive session at the end of the meeting. Wilson will handle calling the Department of Labor to see if the issue can be resolved.
3. **EPA Report -Update:** Durbin reported Bill Gonet stated Quarterly Reports have been filed which will result in about \$11,000 reimbursement. He reported the current cell at the Landfill is about full and another one will be put in before long.
4. **Animal Control Facility and Program:**

- **Animal Control Intake Summary -Update:** There were 33 dogs and 2 cats brought in to the facility for the month of January. There were 9 animals claimed, 10 were adopted, 21 were sent to rescue and 3 were euthanized. Durbin reported 35 animals came in and 43 went out with only 8 animals at the facility last week.
- **Citations revised per Judge Long to comply with new law adopted 12/7/11 -Update:** A copy of the revised citations was given to Assistant States Attorney Betsy Wilson for review and approval before they are printed.
- **Meeting with PAWS CARE regarding an Agreement -Update:** Durbin reported that Richardson, Mary Bathurst and Sharon Kuchar met with some board members of the PAWS CARE group to review a proposed agreement from PAWS CARE on how they can help the animal control program. Committee discussed the possibility of a board member being assigned as a liaison to attend the PAWS CARE meetings once a month.
- **Animal Control Ordinance -Approval:** Ordinance was distributed at the January Board meeting. Deabenderfer presented mostly grammatical changes to the ordinance. **Motion by Durbin, second by Hitchings to approve the Revised Animal Control Ordinance. All in favor, motion carried. (For copy, see Resolution Book 12, Page 66-67).**
- **Facility Management -Update:** Durbin reported the Committee discussed having Richardson manage the facility and report to the HWE committee and to leave Chris Daniels as Administrator. Richardson stated to the committee that she went to Taylorville Animal Control to see how they operate and reported that they don't do a lot of what Montgomery County does as far as the paperwork.

Hertel spoke to Durbin in regards to money owed by Walshville for Animal Control and stated that it would be best for the State's Attorney to send Walshville a letter instead of suing them for non-payment.

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

1. **Open Bids for Sheriff's Vehicles -Update:** Bids were opened and given to the Sheriff's department for review.
2. **Consociates Health Insurance -Update:** Kuchar reported that Steve Spinner and Travis Schmidt from Consociate Dansig gave an overview of the Employee Health Insurance. The Committee reviewed the Aggregate and Specific reports and the Contract Savings report. Treasurer Jenkins shared a report outlining the Contract year Cost Summary for the last 6 years. Schmidt and Spinner explained various reports. The Plan booklet will need to be redone to an easier version to comply with the Health Care Reform Changes. The changes included unlimited insurance; there will no longer be a cap and Pre-existing Conditions go away for Adults in 2014. Chairman Plunkett asked for comparison figures for the next Insurance update.
3. **Employee Job Descriptions and Salary Structure -Update:** Kuchar reported Elected Officials were invited to the committee meeting. The committee voiced their concerns that if we go through the time of getting job descriptions and a salary structure, the elected officials must be willing to follow it. Committee members would like to get a commitment from Elected Officials upfront to buy into the idea. Each office would put together job descriptions and go to Finance Committee to prove what each employee in their office needs to be paid. If classifications have changed, then amount would be brought to the Finance Committee. Job descriptions would be used to help hire and fire the correct way, and physical demands of each position should be included in the Job Description. Bone asked if every employee will be brought up fairly, and Moore agrees it needs to be fair. Hertel stated that the Finance Committee is working on a resolution to get fairness to employees but Elected Officials do not

have to participate. The Finance Committee can only set wage parameters for salary job classes. Plunkett stated the Board puts money in the Budget to operate their respective offices and fairly compensate every employee but it is up to the Elected Officials to divide the money the way they wish, and these Officials have to answer to the voters.

4. **Treasurer's Office ½ Hour Lunches -Update:** Kuchar reported the committee discussed the Treasurer's office changing the lunch period from 1 hour to ½ hour. Treasurer's office lost one employee in the buyout, and his employees will work ½ hour to cover the office. Gasparich asked about how Jenkins calculated the savings of going to ½ hour and how he calculated benefits. Plunkett stated the Treasurer needed a part-timer but instead of hiring he is divided the work among the four already there. All four employees voluntarily signed an agreement to work 2 ½ hours extra per week at regular salary and the amount they received is paid from the part-time line item. Subsequent hires must adhere to the ½ hour lunch schedule. Blankenship stated they still get IMRF and Social Security but they are not getting benefits such as extra vacation time and sick time from these extra hours worked. Hertel stated the Treasurer's office has a different pay scale as other offices and the yearly salary is an issue. Plunkett stated the Board is concerned with other employees making less and has gotten proposals from other offices and will have recommendations about these proposals at a later time.
5. **Employee Personnel Manual –Approval to Table:** Kuchar reported that sections from the Personnel Manual about jury duty, leave without pay, holidays and disciplinary action were presented last month for the Full Board to review and approve in February. A motion was made by Kuchar and a second by Hitchings to approve Jury duty, Leave without pay, Holidays and Disciplinary action in the Personnel Manual as presented last month. Deabenderfer presented some possible changes to the Manual. County Liability Insurance Attorney Julie Bruch has recommended most of the changes suggested in the Manual. Hertel stated the Employee Personnel Manual only pertains to those employees not under Elected Officials, since Elected Officials do not have to sign off on the Manual. County Clerk Leitheiser stated Elected Officials can use the Manual and she does in her office. With several changes needed as proposed by Deabenderfer, the motion to approve the manual was rescinded, and instead **Motion by Deabenderfer, second by Bone to Table approval of the proposed changes to the Personnel Manual until Next Month after Necessary Changes are made to the Manual. All in favor, motion carried.**

No additional material will be given to the Board to review in February. Kuchar and Bathurst stated at the committee that at the Employee Seminar, Attorney Julie Bruch suggested that one person for each organization do the paperwork and keep track of FMLA instead of each office taking care of their own paperwork.

6. **Sheriff's Department Union Contract with Local Laborers #773 -Update:** Union negotiation meeting was Monday, January 30th, 2012. **The next meeting is scheduled for Tuesday, February 21st at 6:00 p.m. in the PBC room.**

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

1. **2012 Fuel Letting Bids -Approval:** Branum reported one bid was received, opened, read and awarded as follows:
M & M Service Company – Fixed Bids Effective February 1, 2012
Gasoline \$3.157/Gallon With Taxes
Diesel Fuel \$3.404/Gallon With Taxes
Motion by Branum, second by Helgen to Accept the Fixed Fuel Prices Bid from M & M Service Company of \$3.157 for Gasoline and \$3.404 for Diesel. All in favor, motion carried.
2. **2012 Rocks Letting Bids -Approval:** Branum reported the bids were opened and read and the committee accepts and recommends to the Full Board the low bid if figures are acceptable.

- 2012 Various Road Districts MFT Rock for Section 12-XX000-00-GM
- 2012 County MFT Rock for Section 12-00000-00-GM

Motion by Branum, second by Williams to Approve All Low Bid Figures for the Road Districts and the County that were Submitted in the Minutes of the January 27th, 2012 Rock Letting. All in favor, motion carried.

3. **Meisner's Subdivision -Approval:** Branum reported Engineer Smith presented a plat for the Meisner's Subdivision on North 24th Avenue in Raymond. Engineer Smith reviewed the request and everything is okay. **Motion by Branum, second by Williams to Approve Meisner's Subdivision in Raymond. All in favor, motion carried.**
4. **2012 Oil Letting Date -Approval:** Scheduled Wednesday, March 28th, 2012 at 9:30 a.m. at the Highway Department.
5. **New Mechanic -Approval:** Branum reported newly hired Mechanic Karl Murzynski will start employment on February 29th, 2012. **Motion by Branum, second by Graden to Approve Hiring Mechanic Karl Murzynski. All in favor, motion carried.**
6. **Pitman Township Bridge Supplemental PE Request -Update:** Branum stated Engineer Smith reported that the original design had two water lines running down the sides of the bridge and the ditches needed to be moved a little. To relocate the water lines would have increased the cost considerably, so a change of scope was done. There would be an increase to the original supplemental of \$8,157 because of going over the original preliminary engineering amount to move the two water lines. Branum reported Farmersville has since moved the water lines.
7. **10-Day Bridge Inspection Class -Update:** Branum reported Assistant Engineer Dustin Sefton is signed up for a 10-day Bridge Inspection Class from February 27th to March 9th, 2012 for a cost of \$1,650.
8. **Retro-reflectometer Purchase for Sign Management -Approval:** Branum stated Engineer Smith reported the Federal Government now has guidelines on the reflectivity of road signs. The Federal Government gave governing entities 4 years to comply with establishing a program to check visibility and brightness of road signs. The sign management programs available have an option to purchase a Retro-reflectometer to test the brightness/reflectivity of the signs. There are over 1,200 signs on the County roads that have been inventoried. If there was an accident and signs don't comply with the Federal Government's new road sign guidelines then it's a liability issue. Engineer Smith stated the Retro-reflectometer gun would cost approximately \$10,000 and was put in the FY2012 budget. The other approved methods of checking signs would be costly over a period of years and some signs may be replaced that didn't need to be. If the County can prove that we have an approved method of checking signs, we would be in compliance with the courts. Engineer Smith explained that the State follows the guidelines set by the Federal Government and he will need a Retro-reflectometer gun as lawyers will have them. Gasparich asked if any law has been upheld and Smith replied there has been no case law yet. Bone stated the County will be liable if the machine is loaned out to another municipality. Durbin stated the guidelines affect the cities as well as the County. Moore would like to see the Highway Department help other townships or municipalities check their signs because they can't afford a gun of their own. Bone stated an intergovernmental agreement should be utilized. Merano suggested a fee be charged for its use. Smith stated the machine reads by bar code and stores information for that particular sign. Plunkett asked if we received a grant for signs and Smith replied affirmatively. Helgen reported that the Department of Transportation puts up highly reflective signs which cost \$10 more than regular signs. Bone suggested the Board pass a resolution telling the State that enough is enough on passing mandates down for local governments to pay. **Motion by Branum, second by Hertel to Purchase the Retro-reflectometer for \$10,000. Voice Vote: In favor – 18, Against – 2 (Gasparich, Graden), Absent – 1 (Komor). Motion carried.**

8. **Panasonic Copier Replacement -Update:** Branum stated Engineer Smith reported that the Highway Department was notified by CDS that Panasonic will not offer a maintenance agreement on their old copier anymore and parts will no longer be available. Engineer Smith will get some prices for a new copier.
9. **New Truck -Approval:** Branum reported the truck bid was accepted 5 months ago and one of their trucks went down last night. Plunkett stated this is one bill that the Committee didn't approve. **Motion by Branum, second by Williams to Pay the Invoice of \$92,013 for the New Truck at the Highway Department. All in favor, motion carried.**

Hertel reported the County currently receives 6 percent in income taxes from the State, but we are owed 10 percent. The State has current legislation that would change formulas and put caps on Real Estate which would affect all taxing bodies, legislation that would allow projects under \$20,000 to not have to be pay prevailing wage, and legislation that would force teachers' retirement costs to the local taxpayers. Hertel suggested a committee be designated to review pending legislation so legislators can be contacted on various issues. Plunkett stated he will consider this and stated that all Board members can currently contact their legislators on their own.

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.

ANNOUNCEMENTS: CPR/AED Course is set for Thursday, February 23rd, 2012 in the PBC room. Times are 8:30-10:30, 10:30-12:30, 1:30-3:30. Sign up by February 22nd. Board members interested may sign up today with Coordinated Services Office.

Special Personnel Committee meeting to continue Union Negotiations with the Sheriff's Department Laborers' Local Union #77 is Tuesday, February 21st at 6:00 p.m. in the PBC room.

Comprehensive Plan Public Hearing is scheduled for Thursday March 1st, 2012 at 5:00 pm at the Extension Office in Hillsboro.

Chairman Plunkett announced that County Clerk Leitheiser has been notified from the U.S. Department of Commerce of a Census correction which corrects the error of the John Graham Correctional Center prison population being placed in East Fork Township and not Hillsboro Township.

Chairman Plunkett announced that the Open Meetings Act on-line training is now required by Illinois Law and is available online till the end of the year. When members have completed the on-line training, their Certificates of Completion should be filed in the County Clerk's office.

APPOINTMENTS:

Motion by Wendel, second by Blankenship to Reappoint Ray Durston as Montgomery County Chief Assessment Officer for a 4 year term which expires July 8th, 2016. All in favor, motion carried.

Motion by Bone, second by Moore to Reappoint Ron Deabenderfer as Commissioner to the Montgomery County Public Building Commission. Term begins immediately. All in favor, motion carried.

Motion by Blankenship, second by Miles to Reappoint Eugene Knodle as Commissioner to the Montgomery County Public Building Commission. Term begins immediately. All in favor, motion carried.

Motion by Hitchings, second by Beck to Reappoint Roger Reeves as Commissioner to the Montgomery County Public Building Commission. Term begins immediately. All in favor, motion carried.

PAY BILLS:

- 1. Approval to Pay Any Invoices from Adams, PC or Books & Moore: Motion by Bathurst, second by Bishop 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 Williams to pay all other approved bills. All in favor, motion carried.** For itemized listing of bills paid, refer to Accounts Payable Book for FY 2012.

ADJOURN: Until the Full Board Meeting on Tuesday, March 13th, 2012 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 10:45 a.m.

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

**Montgomery County Board
Minutes**

For Tuesday, March 13th, 2012 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, March 13th, 2012 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, Roy Hertel, Jarod Hitchings, Frank Komor, Sharon Kuchar, Scott Merano, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams.

Members Absent: Ed Helgen

Pledge of Allegiance to the flag was given.

Mileage and Per Diem Approval:

Motion by Hitchings, 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 Kuchar to approve the Minutes of the Previously County Board Meeting held on Tuesday, February 14th, 2012. 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** – was submitted.
6. **Health Department Report** – was submitted.
7. **Probation Officer's Report** – Report was missing this month.
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 shared a proclamation to designate March 30th as “Welcome Home Vietnam Veterans Day” for Montgomery County. Strowmatt informed the Board that Litchfield is passing a similar proclamation for the March 30th designation, and hopes the County can do the same. **Motion by Gasparich, second by Merano to Adopt the Proclamation to Designate March 30th, 2012 as “Welcome Home Vietnam Veterans Day” for Montgomery County, Illinois. All in favor, motion carried.** Gasparich suggested posting the Proclamation at several locations and Plunkett replied the County would follow his recommendation. **(For copy of Proclamation, see Book 12, page 68).**

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

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT:

1. **1st Coal Royalty Check -Update:** Board Chairman Plunkett reported the first Coal Royalty check totaling \$16,814 was received on February 25th, 2012. The royalty checks are due to the county on the 25th of each month.

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

1. **Historic Courthouse Renovations -Approval:** Bone reported the 3rd floor stairway area is complete except for the door going to the fire escape. Flooring, ceilings and painting are all completed on the second floor. Contractors are currently working on the tile and plumbing in the restroom on the second floor and putting the furniture together in the SOA offices. All the doors have been installed, and the steel for the elevator and fire escape stairs was delivered today, March 13th. Hurst Rosche architect Brent Lance reported receiving waivers from Pay Application #4 with Pay #5 released yesterday, and asked the Board to approve Pay Request #6 in the amount of \$106,534 contingent upon review and approval by Hurst-Rosche Engineers. **Motion by Bone, second by Hitchings to Approve the Payment of Pay Application #6 in the Amount of \$106,534 to Korte & Luitjohan Contractors Contingent on Acceptance of Waivers from Hurst-Rosche Engineers. All in favor, motion carried.** Lance stated the project contingency is now at 4.6% with \$565,064 paid out and approximately \$12,000 left to bill on the energy grant. The \$70,000 balance left on the elevator grant will be billed from Pay Request #7 and #8. Lance reminded Board members that if there were any more change orders it would be associated with the elevator and he explained those two change orders. Change Order #1 totaling \$5,083 is for work cut previously from the project which was a panel to provide circuits for light in the elevator pit area. Change Order #2 totaling \$7,400 is for undisclosed costs to reroute power as the power currently running through the elevator shaft to the 3rd floor is not in code. Lance would like to issue a construction change directive to the contractors to proceed with work which would prevent delays in the project and create an obligation to pay for work at a negotiated value. Hurst-Rosche still needs to check the prices quoted on the two change orders from Korte & Luitjohan as the hours seem to be on the high side. Lance reported that the majority of the work is wrapping up and the elevator is to be delivered in two weeks. Plunkett informed members that Hurst-Rosche didn't have the change order information in time for the Building & Grounds Committee but would like to tell contractors to proceed. Gasparich stated he doesn't know why we are approving something that Lance already has the authority to do on our behalf as our County Agent on the project. Plunkett replied he doesn't want the Board to be surprised if more money is spent, so an approval of this directive is requested. **Motion by Bone, second by Hitchings to Approve the Construction Change Directive for an Amount not to exceed \$12,500. All in favor, motion carried.**
2. **Surplus Furniture Disposal -Update:** Bone reported the committee discussed ways to dispose of the surplus furniture for the SOA office and the board room. A list will be compiled and the items will be offered to the County offices first and then we will check with the State's Attorney's office to see if we can take the items to an auction or if we have to bid the items at from a designated county location. Bone stated this would be a good time for all offices to get rid of surplus items also.
3. **Maintenance Issues and Report -Update:**
 - Bone reported that Lloyd Meyer is currently painting the walls on the third floor.
 - The carpet in Courtroom #3 of the Courthouse Complex had bleach accidentally spilled next to the Judge's chair, and Bone stated the Judge is paying for the bench area to be re-carpeted.
 - ADA signs are in and Meyer will install when time permits.
4. **Open Bids - Grinder at Jail -Approval to Reject:** Bone reported one bid was received from Vogel Plumbing for the Grinder totaling \$48,580. \$37,000 was put in the budget, and the bid included installation inside the manhole on our property at the Jail. The committee discussed putting another basket in the manhole to catch the items being flushed at the Jail's toilets by the inmates. The committee rejected the one bid from Vogel Plumbing for the grinder, due to the high amount. Bone stated that as an alternative, the committee will have maintenance staff clean out the trap on Monday and Friday of each week and monitor how much debris is being

collected until this item can be discussed again at budget hearings to see if more money can be allocated in next year's budget for the grinder. **Motion by Bone, second by Bishop to Reject the Bid of \$48,580 from Vogel Plumbing for the Grinder at the Jail. All in favor, motion carried.** Graden asked if EPA is okay with this approach, and Bone replied affirmatively and stated the City of Hillsboro has been cleaning the trap but it is the County's problem. Hertel asked if it could be re-bid and Bone replied that Chris Daniels already sent bid information to several other plumbers with no response.

5. **Floor Plans, GIS - EPA office, Storage -Update:** Bone reported that the committee looked at floor plans for the basement and third floor of the Historic Courthouse to see what storage issues can be addressed and to allocate where the GIS and EPA offices will be after the renovations. The GIS office will now be located on the third floor in the northeast office area, and there will be a public access area off the elevator. The SOA office will store some filing cabinets in the middle of the third floor where the staircase used to be and use the shelving units next to that room. The EPA office will be located on the third floor in the northwest corner office. The office just to the south of that office will be used for the media archive room and to store future plat cabinets. The basement area where the re-assessments office is currently located will be used to store election equipment, land record books and land record cabinets for the County Clerk/Recorders office, and the computer servers for the historic courthouse. Ron Jenkins inquired about a need for additional storage for payroll records. A locked and secured area on the southeast corner of the third floor can be utilized, which can house all payroll records including older payroll records previously under the authority of the County Clerk. Hertel suggested storing records at the Annex on the second floor. Gasparich is concerned with storing more paper on the third floor in the southeast corner of the Historic Courthouse with no fire alarm there. Lance stated that the ROE Office had to previously remove storage in the middle of the room of that area for the integrity of the floor and that storage is allowed only in the perimeter of the room. Bone asked Lance about a potential moisture problem in a wall at the County Annex Building, and Lance stated that Hurst representative Brandon Little will take care of this problem. **(For map of new Historic Courthouse Basement, 2nd floor and 3rd floor office designations, see Resolution Book 12, pages 69-71).**
6. **Paint, Carpet, Blinds, and Ceiling Tiles for Board Room -Approval:** Bone reported the committee discussed the estimates to paint, install new carpet, and purchase window treatments, tables and chairs for the County Board Room. The estimates were \$20,000 to \$25,000 for everything. The original Engineering Specs to renovate the County Board Room was about \$250,000. Branum and Beck expressed their desire for new desks instead of tables. Chris Daniels reported that tables will cost around \$1,300 vs. desks costing about \$2,800. Hertel asked if the Judge's desk and table would remain, and was told they would. **Motion by Bone, second by Hitchings to Approve Paint, Carpet, Window Treatments, Desks and Chairs replacement in the County Board Room for an Amount not to Exceed \$25,000. All in favor, motion carried.**
7. **DCEO Energy Grant -Approval:** Bone reported DCEO hired 360 Energy Group as a consultant to perform an energy audit on all County Buildings. The audit is now complete and the 64 page report is available in the Coordinated Services Office. Under the recommendation of the energy audit, an analysis needs to be done for the HVAC system at the Courthouse Complex. Since Compressor #1 broke down at the end of last summer, the County is considering replacing the entire HVAC system with smaller condensing units that are more easily replaced. Paul Reitz of 360 Energy Group came on-site on Monday, March 12th and explained that they can't create bid documents, however he recommended that we bid out this project as a "Turn Key Operation". We would advertise to hire someone to come in and bid the project that would include "Designing" the Specifications to replace the HVAC, purchase of the Unit and the Installation. The advertisement would also include the recommendations from their audit for the HVAC System and the DCEO requirements for a more energy efficient unit. Since this process could take a few months, we need to replace Compressor #1 at this time since the warmer weather is here. It has also been indicated that there may be another

underlying problem with the system as to why the compressors keep failing, and we need to find out what the problem is before bidding out for a new system. Hertel asked if we could get a grant for this and Bone replied affirmatively. Bone also reported Compressor #2 is rattling and he hopes it is just a valve. **Motion by Bone, second by Beck to Approve the Purchase of Compressor #1 from Johnson Controls for \$8,350. All in favor, motion carried.** Miles asked about the warranty on a new system and Bone replied the warranty would be for 5 years. Hertel asked how much was paid on the renovation project in FY2011 and was told \$109,588 was paid from the FY2011 budget. The total paid from both the FY2011 and FY2012 budgets is \$565,064, which includes Pay Request #6.

8. **HVAC Energy Grant -Update:** The third request for payment was just sent to West Central Development in the amount of \$59,850 and total payments received are \$69,007. The balance of \$11,776 will be billed to the grant when RFP #6 is received. The Energy grant award was for \$140,633.

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

1. **Montgomery County Comprehensive Plan Ordinance #12-02 -Approval:** Deabenderfer reported the Public Hearing required prior to County Board approval of the Comprehensive Plan was held on Thursday, March 1st, 2012. The committee reviewed minutes from the public hearing and discussed concerns that were brought up regarding the Comprehensive Plan. Deabenderfer stated this final Plan does not guide the County Board towards any action like zoning, and the final product is a good visionary statement that came from Comprehensive Planning Committee members who represent a cross-section of the rural area government and private sector which can be used for future recommendations such as updating the subdivision ordinance and how to spend some of the Coal Royalties. Deabenderfer reported that since we ran into a problem with the University of Illinois' reorganization, Keith Moran of Moran Economic Development was hired by the U of I to complete the Comprehensive Plan. Moran then addressed the Board and stated that this Plan assists the County in building policy, lays out numerous recommendations, and can be used as a guide. He also stated that the plan just reflects community development goals and objectives and is just a policy document and not a zoning document, since a zoning ordinance is a legal tool that regulates land development which is not a part of this Comprehensive Plan. Moran stated this document will help us score better when applying for State and Federal grants because it shows we have a vision or plan for the County. Bathurst asked about a statement on page 62 of the Plan where it references a tax credit for energy efficient appliances which is no longer available, and Deabenderfer said that statement can be amended to strike that passage. Comprehensive Planning Commission Chairman Banovic stated the Plan is a vision statement for 20 – 30 years down the road. Hertel reported the Plan is depressing to read as it shows the County's unemployment rate as the highest in the State and he fears two years from now it will be obsolete unless the committee continues to update it. He suggested the Planning Commission meet on a quarterly basis to review the plan and may have to get new membership. Planning Commission Member Bill Schroeder replied it is up to the Board to keep this Plan document going, and we can use the plan to move forward and turn the depressing part around. Gasparich stated this Plan is a hot topic in his district and he believes it is an excellent report but has a problem with the semantics of calling it a "Plan". Graden agreed and replied the public is scared by calling it a Plan. Kuchar believes it is a good report with money well spent but doesn't see why we have to accept or deny it. Moran replied IL State Statute requires the title to be Comprehensive "Plan" and it is not in our best interest to call it a "report" otherwise it is an unofficial document. Board Chairman Plunkett gave an example of the need to replace a bridge, and a subsequent grant application; we will score better on the grant if we have a Comprehensive Plan with a chapter that addresses bridge concerns. Planning Member Tobin Ott stated it was an honor to serve on the committee and was a learning experience. He stated the Plan is a guide for Board members and it is their choice to adopt. He also replied to Bathurst's concern that an addition of "if available" could be included with the energy act. Other voting

Comprehensive Planning Commission members include Kris Reynolds, Brian Niemann, Andy Ritchie, and Rueben Boehler. Bathurst reported she hasn't heard much about the Plan from constituents and wonders if we should table it for a month to get information out to the public regarding the Comprehensive Plan. Deabenderfer stated that the board should not table approving the Plan since we have given ample time through public meetings and surveys to those who are interested to voice their opinion. Hertel agreed with Deabenderfer and stated those who voiced concerns are not present at today's meeting so it is up to the Board to decide.

Motion by Deabenderfer, second by Hitchings to Adopt the Montgomery County Comprehensive Plan Ordinance #12-02. Roll Call Vote: Ayes - 16, Nays - 4, Absent - 1. *Those Voting Aye:* Bathurst, Beck, Bishop, Blankenship, Bone, Branum, Deabenderfer, Durbin, Graden, Hertel, Hitchings, Komor, Merano, Miles, Moore, Plunkett. *Those Voting Nay:* Gasparich, Kuchar, Wendel, Williams. *Those Absent:* Helgen. Motion carried. (For copy of Ordinance #12-02, see Resolution Book 12, pages 72-73).

2. **MCEDC -Update:** Deabenderfer reported that the MCEDC General Membership meeting will be held on March 27th, 2012 at 6:00 pm at the Church Street Pub in Hillsboro. Tickets are \$10. Amanda Cole presented the Small Business Assistance report for 2011 to the committee.

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

Ambulance Call Reports:

A summary of monthly operations for **February 2012** is as follows:

Total calls: 336 Total amount billed: \$189,084.00 Amount collected: \$110,193.60

AMBULANCE REPORT:

1. **Collections -Update:** Moore reported total Collections for **February** are **\$110,193.60**. (Old System \$121.44, New System \$110,072.16)
2. **Ambulance District Agreements -Update:** Moore reported Agreements were mailed out March 1st, 2012 and they are starting to come back in.

EMA:

1. **CPR/AED Class -Update:** Moore reported twenty-five County employees and Board members attended. Holmes reported that the Recycling office does not have an AED unit. Joe Gasparich suggested getting a grant to purchase a \$2,000 unit. The committee discussed that other offsite county offices do not have an AED unit. Moore stated other offices should consider applying for grant money.
2. **Weather Tap -Update:** Moore reported Bill Purcell hooked up the Weather Tap system at a cost of \$83.95 per year. Previously we paid \$1,300 per year for a weather reporting system.
3. **Tires for EMA Truck -Update:** Moore reported Gasparich washed and waxed the EMA truck, and reported that the tires have weather worn cracks and should be replaced. The new tires need to match the load system of the truck with HazMat trailer in tow. The committee directed Holmes to get new tires.
4. **Regional Office of Education -Update:** Moore reported Regional Superintendent Marchelle Kassebaum was invited to the EMA Committee meeting. She will get information regarding school emergency plans for each school building. Kassebaum will put Gasparich on the agenda for a Superintendent meeting in June so he can explain what is needed in the Emergency Plans.
7. **Narrow Banding of Radios -Update:** Moore reported Holmes has put a request in with Mac's Fire. Everything will switch June 1st, 2012.
8. **HazMat Calls -Update:** Moore reported January and February claims have been submitted to the BNSF Railway. Assistant State's Attorney Betsy Wilson is reviewing billing statement for the Trucking Company. 1.) 200 gallon diesel spill on Interstate. 2.) BNSF rural area - Fertilizer car was leaking. Valve was shut off. Shoal Creek Fire called the HazMat Team to respond. Moore stated we are trying to get money back to HazMat.
9. **MABAS Light Tower -Update:** Moore reported the Light Tower stored at Coffeen was deployed to Harrisburg, Illinois on February 29th at 10:38 a.m. and returned on March 5th,

2012. Member Bone asked if the County truck is being used for hauling this equipment, and Holmes stated that the members met and they requested keeping the County truck in the County in case it is needed for County EMA incidents. Bone disagreed and stated the County truck should pull the Light Trailer, not anyone's personal vehicle due to liability issues. Gasparich will look at how the County's insurance coverage is set up for private vehicles pulling the Light Trailer.

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

1. **Open Bids Coroner's Mortuary Removal Cot -Approval:** Blankenship reported the County received one bid from Hough Funeral Home for \$100. Chairman Plunkett asked Assistant State's Attorney Wilson to review the State Statute regarding the sale of surplus property. Wilson will check to see if there is a dollar limit that requires surplus to be put out for bid or if it can go to an auction. **Motion by Blankenship, second by Branum to Sell the Surplus Mortuary Cot for \$100 to Hough Funeral Home. All in favor, motion carried.**
2. **Circuit Clerk's Audit Report -Approval:** Blankenship reported the Board received the Circuit Clerk's Audit report last month to review. **Motion by Blankenship, second by Hertel to Approve the Circuit Clerk's Audit the Board received last month. All in favor, motion carried.**
3. **Salary/Job Survey – U of I Extension -Approval:** Blankenship reported the committee discussed inequities in county employee salaries. The last Salary/Job Study was done by SIUE in 1994 for \$23,000 and there have been many changes in job descriptions and duties since then. Blankenship reported Ronald Duncan from the U of I Extension addressed the committee with a proposal to perform a Salary/Job Study for the County. Mr. Duncan explained to the committee that good job descriptions for each position would be obtained and evaluated to come up with a salary structure that would have a low and high salary range. This study would also look at other counties that are similar to Montgomery County in demographics and income. The U of I staff would analyze each job's skill sets and compare to similar jobs in the public and private sectors. Duncan stated to the committee that the report would not be a recommendation on what employees should be paid. This project could be completed in 150 days and would be completed on all the County positions including non-union and union employees. The U of I Extension has not done this for a local county government; however they have done this job survey for many private businesses. The Study could also be used as a tool for training future job recruits. Duncan reported to the committee that the Study will look at demographics and census statistics for cost of living, relative land values, and income levels. The report will provide a range of salary for skill sets to do a job. All job descriptions will be needed to analyze skill levels, and benefits and time off will also be taken into consideration in the report. Blankenship stated this is a professional service and it doesn't need to be bid. Moore stated to the Board that the Elected Officials are not bound by anything, and the Board has no control of staff salaries, only by budget restraints. Bone agreed we are wasting money to pay for this Salary/Job study because Elected Officials do not have to abide by it. Deabenderfer stated that if a study was completed, the Finance Committee would have a means by which to pay employees and guidelines to set budgets for Elected offices. Bone asked if Elected Officials are going to abide by the Study. Hertel stated we need parameters from low to high to set budgets. Beck stated that the Study would give the Finance Committee something to go by when setting office budgets at budget hearings. Bathurst asked if the union jobs would be studied, and Kuchar stated this should be done for both union and non-union employees for comparison. Hertel stated the Study can be used in negotiations with the unions. Circuit Clerk Lemons stated it would be beneficial to have the Study to justify job descriptions. County Clerk Leitheiser agreed and stated we need a true analysis of every job function and the results would be used to compensate both union and non-union employees fairly. Gasparich asked about the criteria for the analysis. Chairman Plunkett stated other Salary/Job studies were more expensive; this Study is \$150 per job, and that Duncan has expertise as he has done studies for many private businesses and he will also compare those positions to County benefits. Branum stated the consultant would not make any recommendations to the Board,

just give information. Durbin stated UCCI provides Elected Official salaries from every county which will come out shortly. Bathurst stated she has been on the Personnel Committee for eight years and has constantly heard about the differences in employees' salaries between offices from County Officials and the 1994 Study was an attempt to suggest a coordinated effort to get salaries in line. She stated that the Board is providing a guideline to follow and new county jobs like GIS need job descriptions. Deabenderfer stated that only one County Official used the 1994 Study. State's Attorney Matoush stated he would follow whatever the County Board adopts, and if the Job Study is done, his office will use the information. Circuit Clerk Lemons stated that the job descriptions are very outdated from the 1994 Study, so we need to update job descriptions and establish salaries based on these descriptions. Lemons believes the Study will be a good tool to use to negotiate with county unions and reminded members job descriptions and study findings need to be updated every 3-5 years. Treasurer Jenkins reported he was in office in 1994 and is the only County Official following the 1994 SIUE Cost Study and is now getting blamed for it. He stated this is not an issue to be taken lightly and he will follow the Study's results if it is done right. Hitchings asked if the 1994 Study would be given to Duncan as he begins his study, and was told it would. Jenkins thinks the Study is worth the money and it should be done. In 1994, 80 job descriptions were studied and now we have 160 employees with about 90 different job descriptions. **Motion by Blankenship, second by Kuchar to Approve the U of I Extension Proposal to Complete a Job Study for Montgomery County not to exceed \$23,000. Roll Call Vote: Ayes - 18, Nays - 2, Absent - 1. Those Voting Aye: Bathurst, Beck, Bishop, Blankenship, Branum, Deabenderfer, Durbin, Gasparich, Graden, Hertel, Hitchings, Komor, Kuchar, Merano, Miles, Plunkett, Wendel, Williams. Those Voting Nay: Bone, Moore. Those Absent: Helgen. Motion carried.**

- 4. ROE Quarterly Report -Approval:** Regional Superintendent of Schools Marchelle Kassebaum addressed the Board and shared information about workshops and programs listed on her first Regional Office of Education Quarterly Report. **Motion by Blankenship, second by Hitchings to Approve the Regional Office of Education Quarterly Report. All in favor, motion carried.**

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

- 1. Sheriff's Department Union Contract Negotiations with Local Laborers #773 -Update:** Kuchar reported there has been three union contract negotiation meetings so far and another one is scheduled for Monday, March 26th, 2012 at 3:30 pm in the PBC room.
- 2. Time Accrued on Paychecks -Update:** Kuchar reported there were 113 Surveys sent out in paychecks asking employees whether they utilize the time off balances listed on pay stubs, and 95 responses were received. 18 employees voted to keep the time off reported on the pay stubs and 77 employees voted not to continue to put the time off balances on the pay stubs. Further discussion will come next month and the Auditor will be invited to attend the committee meeting. The committee also discussed reviewing time off reports each month. There were 18 responses not received and the Sheriff's department didn't respond because they currently do not get the time off balances on their pay stubs.
- 3. Employee Job Descriptions and Salary Structure -Update:** Kuchar reported that Finance Committee Chairman Blankenship has explained this information in his report. Bathurst asked Kuchar to update the Board about the potential unionization occurring in non-union offices. Bathurst addressed Kuchar saying she believes it was a conflict of interest for Kuchar to meet with her son, who is a union representative, as he met with employees in the Treasurer's office. Kuchar replied her son, Bill Traylor, who is a business agent for a labor union in Edwardsville, contacted the Treasurer and stated the Treasurer invited her to the meeting and that Chairman Plunkett suggested the idea and has been involved from the beginning. Bathurst stated employees are saying that Kuchar's son has told them that the entire Personnel Committee has blessed this process and the Full Board approves also. Kuchar responded that she had no idea what her son was talking to employees about. Bathurst stated that since Kuchar had communicated with her son at the beginning of this process, she feels she should contact him

now and communicate to him that he should not tell employees that the Personnel Committee and the full Board were blessing union organizing activities. Bathurst stated that his statements to the employees were a misrepresentation of the Board since there had been no discussions with board members on the subject. Bathurst stated that the more employees unionize, the County Board has less budgetary control since budgets will be driven more by union negotiation than Board-initiated personnel issues. Plunkett explained that at a recent Personnel meeting, he suggested one way to help get salaries better established was for employees to unionize, and Kuchar later called him about having a union representative contact employees. The next day, Kuchar's son Bill Traylor asked Plunkett for a list of non-union employees, which was given to him as it is public information. Plunkett stated that he did not know who Mr. Traylor was until he talked with him by phone. Bathurst asked if a union is formed with Bill Traylor's union, can Traylor be the business agent with his mother leading union negotiations as Personnel Committee Chairperson. Gasparich stated that there are Federal laws regarding union organization and asked if everything has been done legally. State's Attorney Matoush stated he doesn't know how his office has looked at this but Assistant State's Attorney Wilson attended the meeting in the Treasurer's office. Bathurst stated that the County Board Chairman and Personnel Committee Chairperson initiated the unionization. County Liability Insurance Attorney Julie Bruch was called by Treasurer Jenkins, and Bruch's response was that Board Members should not have initiated a Union to contact employees, rather only employees should contact a union. Kuchar stated that she apologized to the County Board if she had done anything wrong. Plunkett stated it is still up to the employees to decide whether to unionize, and Kuchar agreed. Bathurst stated the Board wasn't involved at Committee or Full Board level, and should have had an opportunity to know it was coming because unionization affects all future budgets. Plunkett stated he has asked the State's Attorney's office to research these issues.

4. **Personnel Manual -Update:** Kuchar reported that the Committee will hold off working on the manual at this time.
5. **Restructure of Coordinated Services -Update:** Chairman Plunkett stated this will be discussed at a later date.

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

1. **Resolution #2012-02: Resolution to appropriate funds for 1094 B-CA Location #1, N 15th Avenue, Witt Road District, 50% RD – 50% County Project -Approval:** Total \$3,500. County portion will be \$1,750. **Motion by Branum, second by Miles to Approve Resolution #2012-02: Resolution to appropriate funds for 1094 B-CA Location #1, N 15th Avenue, Witt Road District, 50% RD – 50% County Project.** County portion is \$1,750. All in favor, motion carried. (For copy, see Resolution Book 12, pages 74-75).
2. **Resolution #2012-03: Resolution to appropriate funds for 1094 B-CA Location #1, N 15th Avenue, Witt Road District, 50% RD – 50% County Project -Approval:** Total \$3,500. County portion will be \$1,750. **Motion by Branum, second by Graden to Approve Resolution #2012-03: Resolution to appropriate funds for 1094 B-CA Location #1, N 15th Avenue, Witt Road District, 50% RD – 50% County Project.** County portion is \$1,750. All in favor, motion carried. (For copy, see Resolution Book 12, pages 76-77).
3. **Resolution #2012-04: Resolution to appropriate funds for 1095 B-CA, Chapman T Trail, 100% County Project -Approval:** \$9,000. **Motion by Branum, second by Bone to Approve Resolution #2012-04: Resolution to appropriate funds for 1095 B-CA, Chapman T Trail, 100% County Project in the amount of \$9,000.** All in favor, motion carried. (For copy, see Resolution Book 12, pages 78-79).
4. **Panasonic Copier Replacement -Approval:** Branum reported the committee approved the purchase of a used color copier from Tom Day Business Machines in the amount of \$2,999. **Motion by Branum, second by Miles to Approve the Purchase of a Used Color Copier from Tom Day Business Machines in the amount of \$2,999.** All in favor, motion carried. Hertel

inquired if the copier the Highway Department is replacing will go to the Recycling Center, and Branum stated affirmatively.

5. **2012 Oil Letting Date -Update:** Scheduled Wednesday, March 28th, 2012 at 9:30 a.m. at the Highway Department.

H.W.E. COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:

1. **Elections -Update:** Durbin stated that County Clerk Sandy Leitheiser reported due to 2nd floor Historic Courthouse renovations, the Election Night Returns location will be in the Annex Conference Room. Based on absentee voting turnout so far, Election Day turnout could be low. Also, many Election Judge positions are open due to many health and travel reasons. The State Board of Elections requested that County Clerks eliminate some Election Judges due to the State's dwindling budget and inability to pay \$45 per Election Judge each election. House Bill 5497 has been filed in this session to raise the total registered voters from 800 registered voters to 1200 registered voters per precinct, which if passed, could help counties consolidate precincts and reduce the number of Election Judges per precinct.
2. **Recycling Program and Events:**
 - **Litchfield Drop Shed -Update:** Durbin reported Lutz will advertise for bids for the Litchfield drop shed rebuild. Bids will be due on Friday, March 23rd by 3:00 p.m. A Special HWE Committee meeting to open bids will be Friday, March 23rd at 5:00 p.m. at the Annex Conference room.
 - **Hillsboro Office Trailer -Update:** Durbin reported the old office trailer will also be put out for bid. Bids will be due on Friday, March 23rd by 3:00 p.m. and also opened at 5:00 p.m.
 - **Electronics Drive -Update:** Durbin reported the Electronics Drive will be held on Saturday, April 28th, 2012 from 8:00 a.m. to 3:00 p.m.
3. **EPA Report -Update:** Durbin reported that Bill Gonet supplied a Daily Waste Placement Log for the Landfill. The Committee discussed some of the higher cubic yards and tonnages for certain days in January.
4. **Animal Control Facility and Program:**
 - **Animal Control Intake Summary -Update:** February was a slow month with 34 animals coming into the facility. There were 7 animals claimed, 13 were adopted, 9 went to rescue and 2 were euthanized for a total of 31 animals leaving the facility.
 - Richardson stated that the facility has had many donations and food supplies are at good levels.
 - Richardson will be checking with the Sheriff's Department regarding a tranquilizer gun.
 - **Micro Chip Clinic -Update:** Will be scheduled in mid-April.
5. **Executive Session for Probable or Imminent Litigation -Update:**
 - *Enter into Executive Session:* Motion by Durbin, second by Hertel to Enter Into Executive Session. All in favor, motion carried. Time: 10:48 a.m.
 - *Come Out of Executive Session:* Motion by Hitchings, second by Miles to Come Out of Executive Session. All in favor, motion carried. Time: 11:12 a.m.

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

ANNOUNCEMENTS: Chairman Plunkett announced the following:

Special HWE Committee meeting to open bids for Litchfield Recycling Facility and Hillsboro Office Trailer is Friday, March 23rd at 5:00 p.m. in the Annex Conference room.

Special Personnel Committee meeting to continue Union Negotiations with the Sheriff's Department Laborers' Local Union #77 is Monday, March 26th at 3:30 p.m. in the PBC room.

MCEDC General Membership meeting is 6:00 p.m. on March 27th, 2012 at the Church Street Pub.

SCHEDULE CHANGES:

Chairman Plunkett reported the Regular Coordinating Committee meeting on March 27th is changed to 5:00 p.m. instead of 5:30 p.m.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Hitchings, second by Wendel 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 Bathurst, second by Durbin to pay all other approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2012.

ADJOURN: Until the Full Board Meeting on Tuesday, April 10th, 2012 at 8:30 a.m. at the Farm Bureau Building, Hillsboro, Illinois.

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

Meeting adjourned at 11:10 a.m.

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

Montgomery County Board

Minutes

For Tuesday, April 10th, 2012 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, April 10th, 2012 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. 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, Roy Hertel, Ed Helgen, 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. At Chairman Plunkett's request, Montgomery County Health Department Administrator Hugh Satterlee led the Pledge of Allegiance.

Mileage and Per Diem Approval:

Motion by Miles, 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 Hitchings to approve the Minutes of the Previously County Board Meeting held on Tuesday, March 13th, 2012. 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 and stated the tax assessment data had transferred to her office, and they will calculate tax rates as soon as they receive the final State multiplier.
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** – January and February 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 and thanked everyone for helping with "Welcome Home Vietnam Veterans Day" events on March 30th and 31st. Chairman Plunkett thanked him for his work in organizing the event.

APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA: Motion by Kuchar, second by Bishop 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:

ROE Superintendent Kassebaum presented a report to the Full Board from the Illinois State Board of Education concerning Streamlining Illinois' Regional Offices of Education Commission Recommendations. The Commission recommends restructuring the size of ROE's by consolidating ROE offices with a population under 61,000. The total number of offices will be reduced from 44 to 35. Kassebaum stated this will not affect us as we are at 64,000 with Montgomery and Christian Counties together. Additional consideration is for ROE funding to come from the State's General Revenue Fund. Gasparich recommended getting information to the media to explain what the

Regional Office of Education does and Kassebaum replied she has spoken to local radio station WSMI and welcomes any and all opportunities to let the public know ROE's situation.

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

1. Historic Courthouse Renovations -Approval:

- **Fire Escape:** Will be painted black. Hurst Rosche representative Brent Lance stated to the committee can't put a cage at the bottom of the fire escape for code and safety purposes.
- **Elevator:** Bone reported elevator materials arrived last week and is under construction. Electrical work is going okay.
- **Final date** for Historical Courthouse renovation to be complete is April 19th, 2012.
- **Fire Alarm System** can't be tested until the elevator is done.

Hurst Rosche representative Brandon Little addressed the Board and suggested the ramp in front of the Historic Courthouse should stay for about one month after construction completion in case it's needed. No change order or credit will be required by the contractor to leave it with the County. Little stated concerning the elevator we won't need the extra seven days from the change directive, and the electrical work is fine. Little reported a substantial walk-through on the second floor will occur sometime this week to release some areas for the County to move some items in. Little agreed the Board should approve Pay Request #7 in the amount of \$229,842.00 contingent upon review and approval by Hurst-Rosche Engineers. **Motion by Bone, second by Wendel to Approve the Payment of Pay Application #7 in the Amount of \$229,842.00 to Korte & Luitjohan Contractors Contingent on Acceptance of Waivers from Hurst-Rosche Engineers. Roll Call vote: All 21 in favor, 0 not in favor, motion carried.**

- **Purchase Tables for County Board Room -Disapproval:** Plunkett reminded members of the \$25,000 limit approved last month for paint, carpet, ceiling tiles, shades, chairs and tables or desks in the Board Room. **Motion by Graden, second by Merano to Purchase Tables for the County Board Room. Roll Call Vote: Ayes - 8, Nays - 12, with Chairman Plunkett abstaining from voting. *Those Voting Aye: Bathurst, Bishop, Bone, Gasparich, Graden, Komor, Merano, Moore. Those Voting Nay: Beck, Blankenship, Branum, Deabenderfer, Durbin, Helgen, Hertel, Hitchings, Kuchar, Miles, Wendel, Williams. Motion failed.***
- **Purchase Desks for County Board Room -Approval.** Graden asked what the status of the old County Board desks and Bone replied they are too small and are on the surplus list to sell. Merano feels new desks are a waste of money for twelve board meetings a year. Deabenderfer stated if we purchase new desks, they will be around for some time and it would give the Board room a touch of class. Hitchings agreed desks would give a professional look. **Motion by Branum, second by Hitchings to Purchase New Wooden Desks for the County Board Room at an amount not to exceed \$7,000. Voice Vote: In favor - 17, Against - 2, (Merano, Bathurst). Present -1 (Gasparich). Motion carried.**

2. Maintenance Issues and Report:

- **Installed Compressors #1 and #2 at the Courts Complex for \$18,849.39 -Update:** Committee Chairman Bone reported that there has been an ongoing problem with the HVAC at the Courthouse Complex. Last month Compressor #1 failed and #2 was making noises, and the next day, Compressor #2 failed. Johnson Controls was called and they installed 2 compressors over a weekend and didn't charge overtime because we didn't have air conditioning until Monday. Bone reported Tom Baker from Hurst-Rosche Engineers will check with County Maintenance worker Lloyd Meyer and get a history of the mechanical problems and look at the system free of charge to try to find a solution for the mechanical problems. There is an underlying problem that needs to be addressed. Hertel asked if the compressors installed were used and not new ones and Bone replied they are rebuilt with a one year warranty.

- **ADA Counter at Circuit Clerk's Office -Update:** Tim Lipe Construction submitted two different proposals, and Circuit Clerk Lemons will review them to see which one will work best for her office.
 - **Window Cleaning for 2nd Floor Historic Courthouse -Update:** Bone reported the committee reviewed and approved a proposal from *A Fresh Start Services* for \$1,500 to clean the windows on the second floor of the Historic Courthouse, which would include the inside and outside of the windows and cleaning of the screens.
 - **3rd floor Historic Courthouse -Update:** Bone reported Lloyd Meyer and Roy Wilson have been painting the offices on the third floor of the Historic Courthouse. Meyer reported that he inquired about installing shelves under the Counter in the new GIS office area, and GIS Coordinator Purcell asked if the new cabinet and counter built for the SOA office at the Farm Bureau could be used instead. Purcell was told that the cabinet will be moved to the basement of the Historic Courthouse in the Water Company area. Meyer explained that the counter on the third floor was built years ago by cutting into the wall and that the new cabinet probably wouldn't fit in the wall without making some adjustments. Bone stated we have one price and will get more prices for someone to build the shelving under the existing counter in the new GIS office and he wants Purcell to be there to explain what she needs. Bone assured Purcell that she would have what she needs.
3. **Ordinance #12-03 to Authorize the Sale of Surplus Personal Property of Montgomery County, Illinois by Public Auction -Approval:** Bone reported that at the Special B&G meeting on Monday, April 9th, the committee discussed having a Silent Auction for the surplus property. The 45 to 50 surplus items will stay where they are and will be advertised for the public to view for a short timeframe. Any surplus that does not get a bid will be disposed of. Bone stated we have to come up with a place for viewing, and Hertel stated other offices need to look at the items first. Graden suggested having the silent auction outside in the parking lot but weather was a concern. Coordinator Daniels talked to area auctioneers who quoted up to 25% commission for holding an auction and a \$25 trip charge with \$12 per hour per person to move items. She reported the price would exceed sales as the items aren't worth much so the better choice would be to have a silent auction here. **Motion by Bone, second by Graden to Approve Ordinance #12-03 to Authorize the Sale of Surplus Property. All in favor, motion carried. (For a copy, see Resolution Book 12, page 80).**
 4. **Energy Grant for HVAC -Update:** Coordinator Daniels reported that the entire amount of \$140,640.25 has been received for the Energy Grant.
 5. **DCEO Grant for Elevator -Update:** Coordinator Daniels reported that we have received \$30,000 so far from DCEO on the Elevator Grant. Another Request for Payment was submitted to DCEO this week for \$35,355. (The check was received Monday, 4/9/12.) The final Balance to invoice for the grant for next quarter will be \$34,645.00.
 6. **Open Bids for Paint and Carpet in County Board Room -Approval:** Bone reported bids were opened at the Special B&G meeting on Monday, April 9th for paint and carpet in the County Board Room. All bid specs required paying prevailing wages and showing proof of insurance. Two bids were received for carpeting the board room, with a specific brand, grade and color were chosen. The bid was for materials and labor to remove the old carpet and install the new carpet.
 - Held Sales of Raymond - \$6,042.60
 - Quality Flooring of Litchfield - \$6,245.00

Motion by Bone, second by Beck to Approve the Bid from Held Sales for \$6,042.60 to Carpet the County Board Room. All in favor, motion carried.

Four bids were received for painting the board room. The bid specs were for one coat of prime and 2 coats of color. Each bidder was asked to provide a completion time because there will be a very limited time to get all the work done before the May board meeting.

- Kirby Painting of Hillsboro - \$4,500 – 7 days to complete
- Richmond Painting of Hillsboro - \$5,800 – 20 working days to complete

- Versatile Painting of Ramsey - \$7,380 – 7 working days to complete
- Wright's Painting Company of Nokomis – \$8,975 (didn't specify a time to complete)

Motion by Bone, second by Miles to Approve the Bid from Kirby Painting for \$4,500 to Paint the County Board Room. All in favor, motion carried.

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

1. **MCEDC -Update:** Deabenderfer reported Chief Executive Officer Erika Kennett presented the MCEDC Plan of Work for 2012 for committee members' review. There has been some transition with Amanda Cole becoming the U of I Extension Unit Leader. Deabenderfer stated that MCEDC has split from the Extension Service as we need to be more on our own and they will be sharing an office at the Historic Courthouse. Erika Kennett, who will concentrate on Site Development, works about 80 hours a month. Nancy Slepicka was hired for grant writing and Megan Beeler will complete about 20 visits per year for the EDGE Program. Kennett explained to the committee that there are over 75 businesses visited in the EDGE Program on a 3 year timeframe. Tonya Flannery is the MCEDC Intern for 10 hours per week for the next month. The MCEDC will be working on Site Development, Workforce Development, Business Retention and Expansion, Image & Marketing and Community Development. Terri Miller will be maintaining the MCEDC Web Site to keep it current. Tonya Flannery gave the committee an update on plans to try and develop a workforce based on skills needed.
2. **Meeting with Representative Rosenthal -Update:** Deabenderfer reported there will be a meeting with Representative Rosenthal on Thursday, April 12th, 2012 at 2:00 p.m. at the Morrisonville American Legion Hall. Rosenthal wants to get an idea of what is happening with economic development in Christian and Montgomery County. Deabenderfer stated it's possible that our two counties could work together on Economic Development needs just as the Regional Office of Education does for their services.
3. **Route 66 Trail -Update:** Deabenderfer reported Tonya Flannery shared information with the committee regarding the vision for Route 66 Trails, which would be a bike trail from Chicago to St. Louis. Trails are now a high priority with IDOT State funding and they will fund 80% with a county 20% match. Estimated cost will be about 1.4 Million for the 8 mile section through the City of Litchfield, which would be a \$280,000 match. The City of Litchfield is looking for a partnership to try and get this project done to take advantage of the large grant offered by the State. Macoupin County is going forward on Route 66 Bike Trail between Staunton and Mt. Olive. The bike trail would be a good opportunity for tourism. Erika Kennett and Tonya Flannery asked if the County is interested in the partnership in order to write up the grant. The deadline to apply for the grant is in June 2012 and could be submitted without a commitment of funds. Erika Kennett and Tonya Flannery will start relationships regarding this project with Madison and Macoupin Counties. The committee feels that we couldn't be a sponsor at this time with the grant being due so soon on June 1st, 2012, and believes at this time, the economic impact would not be outweighed by the cost.
4. **Grain Belt Express Clean Line -Update:** Deabenderfer reported a meeting will be held on Tuesday, April 24th regarding the Grain Belt Express Clean Line, a company that wants to build a 750 mile power transmission line across the Midwest for wind energy.

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

Ambulance Call Reports:

A summary of monthly operations for **March, 2012** are as follows:

Total calls: 338 Total amount billed: \$202,597.90 Amount collected: \$111,373.39

AMBULANCE REPORT:

1. **Collections -Update:** Moore reported total Collections for **March** are **\$111,373.39**. (Old System \$154.43, New System \$111,218.96)
2. **Small Claims -Update:** Moore reported small claims is set for May 25th.
3. **Coding Conference -Update:** Moore reported Wednesday, May 23rd & Thursday, 24th as coding conference dates. The two EMA staff persons will attend the two-day conference in the St. Louis area.

EMA:

1. **Command and General Staff Class -Update:** Moore reported we are unable to come to an agreement for the use of room at LLCC in Litchfield. Gasparich has contacted the Nokomis School District and they are willing to let IL Fire Service Institute (IFSI) use the school for command classes in August.
2. **2-Hour NIMS Class for Elected Officials -Update:** Moore reported the NIMS Class is for County Board, City Officials and Council members. Holmes stated to the committee this is something we may want to consider as the class is free. Gasparich will teach a class in Hillsboro that Holmes will schedule for some time in the morning on the third or fourth Friday in June. Gasparich will teach the NIMS 300 Class at the Nokomis Firehouse on May 4th, 5th, and 6th.
3. **Regional Meeting and Training -Update:** Moore reported that on Wednesday, April 11th, 2012 will be a training session for the new grant system reporting to get grant money from IEMA. All reports will be sent online including scanned vouchers and receipts, which will also be sent online. Director Holmes and Cathy Ulrici will attend, and Bill Purcell will provide them laptop computers to use for the day.
4. **Narrow Banding of Radios -Update:** Moore reported June 1st, 2012 is the date the county will switch over to narrow banding. Russ Campbell contacted Holmes on March 29th and will be here April 9th to do the switch over for EMA radios and for other department radios.
5. **HazMat Team -Update:** Moore reported HazMat has turned in their pager, since all members have a cell phone for contact. Gary Forsee brought a Radiation Detector from the IEMA Nuclear Department to be used for checking radioactivity. This Detector is a \$20,000 piece of equipment, and IEMA is willing to give this Detector to the HazMat team along with training by IEMA and the IL State Police on its use, which is scheduled for September or October, 2012.

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

1. **Hillsboro Area Hospital Resolution #12-04 for Tax-Exempt Status -Approval:** Blankenship reported Chairman Plunkett met with Rex Brown, President and CEO of Hillsboro Area Hospital, and Member Hertel regarding the Hospital's loss of property tax-exempt status. A letter was sent from IL Dept. of Revenue to the Montgomery County Supervisor of Assessment office denying Tax-Exempt Status for Hillsboro Area Hospital. Brown and hospital staff addressed the Board and reported contributions of \$7.9 million in community benefits from Litchfield and Hillsboro Hospitals in 2011. Brown stated they have costs and issues that don't allow taxing to come into play and reported the local newspaper has covered their story. Hospital Vice President of Financial Services Terri Carroll stated their attorney has sent a letter to the Dept. of Revenue regarding their tax-exempt status. Deabenderfer asked how the hospital will pay a \$750,000 tax bill and shared concerns should the County not have Hillsboro Hospital to serve the community. Brown stated the denial from Dept. of Revenue is not valid legally and that the issue regarding the definition of "charitable organization" has been going on since 2002. This Resolution is to make Elected Officials aware of the situation and to let them know about the impact on longstanding institutions. Brown reported the Tremont Ridge Assisted Living Facility is part of the Hospital and pays \$70,000 a year in real estate taxes because no charity is involved and they are also taxed on number of beds at the

hospital. Moore asked about a court case where the court upheld Dept. of Revenue's denial of tax exempt status for another hospital. Hertel reported that a big part of Hillsboro Hospital's revenue comes from Medicare and Medicaid so it doesn't make sense to tax a hospital when they get paid from other types of tax sources. St. Francis Hospital and Hillsboro Area Hospital provided Resolution #12-04 for the County Board to Support. **Motion by Blankenship, second by Williams to Approve Resolution #12-04 for Hospitals' Tax-Exempt Status. All in favor, motion carried. (For copy of Resolution, See Resolution Book 12, page 81).**

2. **County Audit Report for FY2011 -Update:** Whitey Patton of Patton & Company PC presented the FY2011 Audit to the Board and reviewed selected material. Total Revenue was \$7,140,281. Expenses were \$7,246,273 with a transfer to General Fund of \$40,000. Net change was (\$65,992) for FY2011. Fines and Fees were \$1,891,396. The Sheriff's Expenses were over 31% of the General Fund expenditures. The General Fund Balance as of November 30th, 2011 was \$4,746,079. Whitey Patton stated that the Coal Revenue from the Sale of Coal Rights totaled \$7,060,000. Expenses paid from the Sale of Coal Rights money equal \$2,488,961. The balance of Coal Rights Revenue is \$4,571,039 which is about what the General Fund balance is. Patton reported we are in good shape financially due to the Coal Rights Revenue. He stated there would have been a deficit without \$1.2 Million in Coal Revenue this year, and the County would have had some tough decisions to make on cuts. Patton stated with the coal money, if expenditures stay the same, we have three years left to maintain this fund balance. Gasparich asked Patton what would be an adequate fund balance, and he responded it should be \$3.5 to \$4 Million. Patton stated the County has been very fortunate that is has been able to maintain services without collecting debt, but it is time to set up ground rules. Patton stated Coal royalties will increase with longwall mining in full production this year and 2013 is only a short period away. Patton advised the County Board to come up with a plan to spend coal royalties and presented the following suggested list: 1) Road and Bridge projects – County has 194 miles of road, 2) Maintenance to County Buildings, 3) expansion of the Recycling Program, 4) improvements to Emergency Services such as educating individuals and schools for disaster, 5) Demolition programs with grants or interest free loans to help Cities and Villages, 6) Retirement System funding, 7) Education programs, 8) Recreation programs and 9) Senior Citizen projects and services. Patton stated we have a tremendous opportunity now to plan for Coal Revenues to make Montgomery County solid for the future of its people. Patton suggested putting the Royalties in a separate bank account with expenditures authorized by the Finance Committee which the Treasurer has done. Treasurer Jenkins reported the \$300,000 amount paid last year to IMRF didn't make a dent in what is owed, but made it more current and stated that funding amounts will continue to increase. He reported that IMRF is now \$5 Million underfunded which is not uncommon. We are never going to stay even, but by State law we have to have it. Hertel stated if we use coal money for IMRF, then we won't have to raise property taxes to pay for it. Whitey Patton also stressed that cross training of employees should be ongoing, and it is good to have employees trained in each office function. Hertel talked about cross training among offices at committee. Patton also stressed the correct procedures for handling cash since banks are not looking at dual signatures, but to gather both is still the best auditing practice. He stated that a few offices process entire transactions which can be a concern. Chairman Plunkett asked how we are doing regarding deposits and Patton replied some offices are not making daily deposits which are their recommendation. The Full Board will review the audit report for one month and vote to approve at the May Full Board meeting. **(For copy of Selected Financial Information for FY 2011 Audit, see Resolution Book 12, pages 82-89).**
3. **Agreement between The Board of Trustees of the University of Illinois and Montgomery County Board -Update:** Blankenship reported Assistant State's Attorney Betsy Wilson has reviewed and approved the agreement with the U of I to conduct a job survey. U of I representative Ron Duncan has been asked to supply a couple of examples of their product so

board members can see what type of work would be performed. Chairman Plunkett reminded members of their approval of the job study last month. He will review the samples when they are received before signing.

H.W.E. COMMITTEE REPORT: Given by Vice Chairman Richard Wendel as follows:

1. **Elections -Update:** Wendel reported Michelle Brakenhoff won the lottery for South Litchfield #1 Democratic Precinct Committee Representative, and the Republican Party will be first on November, 2012 ballot. The committee was asked to consider purchasing more M100 Tabulators and Automarks since the current equipment is showing their age after 6 years. When the original Equipment was purchased using the federal HAVA grant, the county was told the equipment should last 6-8 years. The new equipment will cost \$3,600 apiece, and no grants are available so the County must pay for them. The equipment that is replaced could be used for parts. Deabenderfer asked how many more Tabulators will be needed and Leitheiser replied up to 6 new ones. She stated we have 31 tabulators in use on Election Day now with 26 at polling places and 5 for early voting.
2. **Recycling Program and Events:**
 - **Hillsboro Office Trailer -Update:** Wendel reported two bids were received at the Special HWE meeting on March 23rd. The Committee accepted the bid from John Snoddy for \$1,152 for the trailer which he has already picked up.
 - **Litchfield Drop Shed Facility Bids -Approval:** Wendel reported three bids were received at the Special HWE meeting on March 23rd, 2012.
 - a. **Kinney Contractors, Inc.** – Raymond - **\$99,450**
 - b. **Southwestern Construction Services Inc.** – Highland - **\$128,480.10** =Material \$40,752.67, Labor \$60,537.00, Subcontractor \$27,190.43
 - c. **Pro-Built Buildings, LLC** – Hillsboro - **\$79,297** =Labor \$25,600, Concrete \$11,858, Wood \$10,758, Metal \$15,078, Fence \$8,408, Electric \$7,595

Durbin reported the Highway Department couldn't make a determination on the concrete floor. The Insurance Company Engineer reviewed also, and didn't want to replace the concrete. Durbin stated we can patch the concrete and re-do it later if we have to. There will be no new floor at this time, and only the outside perimeter of the building will be re-poured. **Motion by Wendel, second by Durbin to Approve the Bid from Pro-Built Buildings, LLC in the amount of \$79,297 to Re-build the Litchfield Recycling Center. Roll Call Vote: Ayes - 21, Nays – 0. *Those Voting Aye:* Bathurst, Beck, Bishop, Blankenship, Bone, Branum, Deabenderfer, Durbin, Gasparich, Graden, Helgen, Hertel, Hitchings, Komor, Kuchar, Merano, Miles, Moore, Plunkett, Wendel, Williams. Motion carried.**

 - **New Forklift -Update:** Wendel reported a proposal was received for \$18,000 for a used forklift truck with a 90 day full warranty and 180 day major power train warranty. A new one is \$27,420. Durbin reported we need a forklift for the Electronics Drive, and Insurance will pay \$12,000. Plunkett stated the Committee needs to review the forklifts and make a recommendation next month.
 - **Electronics Drive -Update:** Will be held on Saturday, April 28th, 2012 from 8:00 a.m. to 3:00 p.m.
 - **Department of Labor -Update:** Assistant State's Attorney Betsy Wilson will get a legal document for final release. Plunkett stated we will take action next month.
3. **EPA Report -Update:** Wendel reported that Gonet shared information from ILEPA regarding the Landfill capacity reports and a report for the open dumps. Gonet checked with EPA on a tire incinerator or chipper to get rid of tires. And they said no. It costs \$200/ton for a certified contractor to pick up used tires and the State doesn't have money for tire collections.
4. **Animal Control Facility and Program:**
 - **Animal Control Intake Summary -Update:** Wendel reported the daily average is up a little to 16 animals. There were 46 animals taken in and 46 animals left the facility in March. Volunteer hours are up with the warmer weather.

- **Revenues & Expenses -Update:** Wendel reported the facility is taking in more owner release animals due to having more space available.
- **Micro Chip Clinic -Update:** Wendel reported the clinic is Saturday, April 21st from 11:00 a.m. to 1:00 p.m. at the Taylor Springs community building.
- **Incinerator Fee Increases -Update:** Wendel reported the committee approved raising the fees to use the County Incinerator as recommended by Richardson.
- **Other:** Wendel reported Richardson received a letter from Dr. Ritzmann from APL stating that she has been trained to do FIV tests for cats and Heartworm testing for dogs.

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

1. **Consociate Dansig Insurance Proposal -Approval:** Kuchar reported Steve Spinner shared information with the committee regarding the reports for the Employee Health Insurance Plan. The committee reviewed quotes for a fully insured program and found that we are saving money in premiums by being self-insured. Spinner reported that the plan is trending about the same as last year, explained the Reinsurance Proposal, and suggested going from a \$45,000 Specific Deductible to \$50,000. The County is still in a good position to stay with the self-funded program and the insurance underwriting would continue until the committee decides on the Reinsurance figure. Plunkett stated we would take on more risk to reduce insurance premiums. **Motion by Kuchar, second by Hertel to Increase the Specific Deductible from \$45,000 to \$50,000 for the Reinsurance. All in favor, motion carried.**
2. **Time Accrued on Paychecks -Update:** Kuchar reported Auditor Patton attended the Personnel Committee meeting and stated the employees' time off should be captured in some way to have a master capture of time. The committee discussed the reporting of time off on pay checks and reports for the committee to review. Treasurer Jenkins provided information for time keeping software from our current vendor, Harris World, which would allow employees to log into their computer to start and end their day. The committee discussed having Harris representatives come and explain their software to the committee at a future meeting.
3. **FMLA (Family Medical Leave Act) Record Keeping -Update:** The committee discussed getting a procedure to keep better FMLA records. FMLA time needs to start when an employee is off more than 3 days, and the committee discussed setting up a meeting with all Department Heads to explain the FMLA policy and procedures sometime in May when the County Board room is completed. The committee discussed having the Department Head complete the paperwork and forward a copy to Coordinator Daniels to maintain a file as well.
4. **Labor Local # 397 -Update:** Kuchar reported that Chairman Plunkett explained there are three new bargaining units that will be represented by Labor Local #397. The Supervisor of Assessment's office, State's Attorney office, EMA & Animal Control offices have filed petitions to be in the union. A notification was received and posted for 14 days in each office. Any office that had signed petitions greater than 50% did not have to have an election to be in a union. Blankenship and Plunkett met with Assistant State's Attorney Wilson to discuss and file paperwork that would ask to exclude two employees that the County considers to be in a management role. Wilson filed paperwork to appear on behalf of the County. Chairman Plunkett also explained that Personnel Committee Chairperson Kuchar will not lead or participate in the union negotiations since her son is that Union's representative; however she can attend the negotiation meetings because she is receiving no financial gains.
5. **Sheriff's Department Union Contract Negotiations with Local Laborers #773 -Update:** The Personnel Committee held their fourth meeting with this union on Monday, March 26th, 2012 to review the latest proposal. A new Committee meeting has just been scheduled for Monday, April 16th, 2012 at the PBC room at 3:30 pm for further negotiations.
6. **Prescription Drug Program -Update:** Hertel notified members of a red flag from Assistant State's Attorney Wilson on participating in the Prescription Drug Program recommended by the Illinois Association of County Board Members where she found on Schedule A of the

agreement it stated that if the County chooses to discontinue participation in the Prescription Drug Program, the County will have to continue paying toward the Prescription benefits. Blankenship stated that if we agree to it now and later want to opt out, we would have to continue to pay 25 cents per prescription that the company had paid on the person on the County's behalf.

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

1. **2012 Oil Letting Bids -Approval:** Branum reported bids were opened and read and committee accepts and recommends to the Full Board the low bids if figures are acceptable.
 - **2012 County MFT Oil for Section 12-00000-00-GM**
 - **2012 Various Road Districts MFT Oil for Section 12-XX000-00-GM**Motion by Branum, second by Helgen to Approve All Low Bid Figures for the County and the Road Districts that were Submitted in the Minutes of the March 28th, 2012 Oil Letting. All in favor, motion carried.
2. **Resolution #2012-05: Resolution to appropriate funds for 1096 B-CA Location, Crabtree Trail, South Litchfield Road District, 50% RD – 50% County Project -Approval:** Total \$59,000. County portion will be \$29,500. Motion by Branum, second by Kuchar to Approve Resolution #2012-05 to appropriate funds for 1096 B-CA Location, Crabtree Trail, South Litchfield Road District, 50% RD – 50% County Project. County portion is \$29,500. All in favor, motion carried. (For copy of this Resolution, see Resolution Book 12, pages 90-91).
3. **Central Laborers' Pension, Welfare and Annuity Funds Increase -Update:** Engineer Smith reported that the Highway Department Union Monthly Health Insurance rates increased from \$814.67 to \$936.00 per month per employee. The Union has given an Addendum to the contract. Engineer Smith sent the Addendum to Assistant State's Attorney Wilson to review. Plunkett stated this needs to be put on the Personnel Committee Agenda.
4. **Updated Subdivision Ordinance -Update:** Branum reported Engineer Smith gave a "Draft" copy of the revised Subdivision Ordinance to committee members for review. Engineer Smith, Assistant State's Attorney Wilson and other office holders including a Health Department representative have been working on revising the Ordinance for the past 18 months. Some of the changes include an increase in fees and more details. The Road & Bridge Committee will review this ordinance for one month.
5. **Red Ball Trail Project -Update:** Branum reported Engineer Smith stated the Red Ball Trail Project will start around June 1st, 2012. Engineer Smith will be scheduling a pre-construction meeting in the next few weeks.

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

SCHEDULE CHANGES:

Personnel Committee meeting for Union Negotiations: Monday, April 16th, 2012 at 3:30 p.m. in the PBC room.

APPOINTMENTS: Motion by Miles, second by Graden to Reappoint Louis Stauder as Trustee to the Nokomis Area Fire Protection District for a term to end April 30th, 2015. Voice Vote: In favor – 20, Present - 1 (Gasparich). Motion carried.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Bishop, second by Wendel 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 Bone to pay all other approved bills. All in favor, motion carried.** For itemized listing of bills paid, refer to Accounts Payable Book for FY 2012.

Member Hertel talked informed members about Senate Bill 3796, where legislation is proposed that in cases where County employees are sued in relation to the performance of their job, would require the County to pay for a separate attorney for each employee in the suit, which the employee could choose without any financial limitations. He encouraged members to contact their legislators and encourage them to vote “no” on this bill, which would be detrimental to the county and other local governments.

Gasparich suggested assigning a long-range planning committee six months after new board members are elected in November, 2012 to make priorities on Coal Revenue uses as Auditor Patton’s report suggested. He doesn’t think it should be the Finance Committee; maybe a new committee should be formed with one Finance representative. Hertel doesn’t think we have to wait six months to get a committee started. Chairman Plunkett explained that even though the coal company has projected our income from royalties at \$4.5 Million annually, he has been waiting until we know actual figures with money coming in before setting up a committee and planning for its use; otherwise the committee wouldn’t know what amount to spend.

ADJOURN: Until the Full Board Meeting on *Tuesday, May 8th, 2012 at 8:30 a.m.* in the County Board Room, Hillsboro, Illinois.

Motion by Branum, second by Blankenship 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**

For Tuesday, May 8th, 2012 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, May 8th, 2012 in the County Board Room, 2nd floor of the Historic Courthouse, Hillsboro, Illinois.

The meeting was called to order by County Board Chairman Mike Plunkett at 8:30 AM. Plunkett welcomed everyone back to the newly renovated Historic Courthouse and County Board room at this first meeting held in this location. Previous County Board meetings during renovation were held at the Farm Bureau building from October, 2011 through April, 2012. He thanked Farm Bureau Manager Bob Lentz for hosting County offices and County Board meetings at their facility, and also thanked County Coordinator Chris Daniels and Buildings & Grounds Committee Chairman Terry Bone for their leadership and hard work throughout this project. Plunkett stated we now have a building that is more handicapped accessible, safer for employees and better access for the public. County Clerk Leitheiser also thanked Bone and Daniels as well as the County Offices displaced during renovations, and County Information Systems and Maintenance staff.

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, Roy Hertel, Ed Helgen, 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 Bathurst, second by Hitchings to approve the mileage and per diem. All in favor, motion carried.

Approval of Minutes of Previous County Board Meeting:

Gasparich asked that a correction be made on the County Board Minutes EMA committee report to correct the acronym IFSA to be listed as IL Fire Service Institute. **Motion by Kuchar, second by Graden to approve the Minutes of the Previously County Board Meeting held on Tuesday, April 10th, 2012 after corrections. 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 the County Board that her office completed tax extension and gave tax data to the Treasurer's Office on April 18th, 2012.
4. **County Treasurer's Report** – Ron Jenkins was present for questions and stated the first installment due date for 2011-2012 real estate taxes is July 5th, 2012 and the second installment is due September 5th, 2012.
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** – Sheriff Vazzi was present for questions.
10. **T.B. Department Report** – was submitted.
11. **V.A.C. Report** – Dave Strowmatt was present for questions.

Chairman Plunkett recognized Regional Superintendent of Schools Marchelle Kassebaum and State's Attorney Chris Matoush who were present for questions at the meeting.

APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA: Motion by Bishop, second by Beck 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. **Adult Entertainment Regulation Ordinance 2012-05 -Approval:** Chairman Plunkett reported each County Board committee has reviewed this ordinance, and explained that the ordinance prohibits alcohol consumption at an adult entertainment facility. Also, Leitheiser reported the State's Attorney Chris Matoush has approved this ordinance. **Motion by Blankenship, second by Kuchar to Approve Adult Entertainment Regulation Ordinance 2012-05. All in favor, motion carried. (For copy of Ordinance, see Resolution Book 12, pages 92-94).**

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

1. **Historic Courthouse Renovations & Move- Update:** Terry Bone stated he appreciated everyone's help in this project, including Hurst-Rosche Engineers and Korte-Luitjohan Contractors and also thanked Coordinator Daniels for her hard work and organizational skills.
 - **Elevator:** The committee discussed the noises the elevator is making. Bone reported the noise between the 2nd and 3rd floor has worked its way out, but now there is a noise under the door at each floor. Hurst Rosche representative Brandon Little explained to the committee that there are rollers on the back wall that roll over the imperfections of the concrete shaft so the back wall of the elevator cab needs strengthened and that there is a problem with a couple of the panels and Shindler will need to replace and take the elevator down. Bone reported this work will need to be scheduled in about a month, and it was also reported that the alarm button on the elevator does not work.
 - Information Services representative Bill Purcell reported that the Fire Alarm System is giving error messages and trouble indicators on the 3rd floor. Bone reported a repairman was onsite concerning the fire alarm.
 - Little stated that the access panels for plumbing will be fixed, and Bone reported the issue has been resolved.
 - Basement area Air Conditioning can't be hooked up due to the lack of power available in that area. Original bid specs had the electric hookup listed and then it was taken out in the re-bid. Wires need to be pulled for 240 current.
 - Little reported that the punch list on Historic Courthouse renovations is about 90% done and that two more change orders will be submitted and addressed at a later time.
 - The handicap ramp in front of the Historic Courthouse will need to remain for a few months until after elevator issues are resolved. After that, the ramp will be advertised for bids. Bone reported the sign in the front yard will be taken down soon.
 - GIS Coordinator Mary Purcell will contact Sims Moving to arrange the move for the GIS Plotter and Mary will need to be here with the movers as the work is done.
 - A counter top on the 3rd floor needs legs installed, since they were taken out for an unknown reason during the demolition.
2. **County Board Room -Update:** Bone reported the County Board Room work is almost complete. It was a major job getting all the stored items and surplus items out of the board room. All the walls, trim and ceiling grids have been painted, and new carpet, window shades and most ceiling tiles have been installed. New board members' desks and most of the chairs were delivered in advance of today's Board meeting.

3. **Paint 1st Floor Hallway and Basement Entrance of Historic Courthouse -Update:** Bone reported the Committee discussed and approved having the first floor hallway and the handicap entrance area in the basement to the elevator painted. A Bid Advertisement will be published, and Bone also explained the basement has been used for storage temporarily during the move and will be cleared out and painted after the first floor hallway is completed.
4. **Maintenance Issues and Report -Update:**
 - **Leaks at the Annex Building – ROE office:** Bone reported that Hurst-Rosche representative Little stated he checked the bricks on the 2nd floor and the bricks aren't wet, so he thinks the water is coming from the top of the building. There is a gap between the window and wall, and the header wall is ruined from the water. Little checked all the 2nd floor walls, brick and windows and found no moisture coming in. The north wall at the VAC office also has a bad leak with a lot of moisture, and the bottom of that wall needs to be resealed. Bone reported Western Waterproofing was here yesterday to look at the issues and will let us know what needs to be done.
5. **Surplus Items -Update:** Bone reported 90% of surplus items were sold and there will be another surplus auction for any remaining items.
6. **Evacuation Plan -Update:** Gasparich asked Bone if there is an evacuation plan now that everybody is moved back in to their offices and Bone replied he and EMA Director Diana Holmes plan to meet with Office Holders in the Historic Courthouse on this soon.

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

1. **MCEDC -Update:** Deabenderfer reported that the MCEDC Executive Committee met May 1st, 2012. Tonya Flannery gave a report on the workforce in the County. Mrs. Brenda Fesser is a new Executive Board member. Nancy Slepicka completed a grant for Harvel for an alarm system. Next MCEDC meetings are July 11th and October 2nd, 2012. Deabenderfer stated that things should transition easily from U of I Extension, and Erika Kennett will set up office hours at the Historic Courthouse for a few days each week.
2. **CEFS Letter -Update:** The committee discussed an anonymous letter that was sent to County board members regarding the Central Illinois Public Transit Program (CIPT). CEFS CIPT Director Kristie Warfel sent a CEFS report to the committee to address issues with the transit program. Deabenderfer reported we did not receive the CEFS response letter to the concerns they heard about. Warfel addressed the Full Board and stated although we didn't receive the response letter, she will be submitting a report on a regular basis about what CEFS public transportation is doing, and if we need her to come more than once a year to explain their services, she can do so. Chairman Plunkett stated the CIPT Operation Plan is in the Board packet and asked Warfel to address the issue expressed in the anonymous letter about the limitation of CEFS transportation service hours, asking if the vehicles are running at full rider capacity. She explained that the transportation schedules are busiest in the morning transporting residents to work and at the end of the afternoon around 2:00 p.m. – 4:00 p.m. and reported there is still room for more riders. She is working to expand the hours to offering transportation services from 6:00 a.m. to 6:00 p.m. starting July 1st, 2012. She is also working on a grant application to get funding for additional hours from 6:00 p.m. to 11:00 p.m. as more agencies are doing more group sessions and people are shopping in the evening. She reported there has been an increase in ridership for medical services especially to Springfield. Also, at IDOT's direction they will be scheduling dedicated routes which will better meet the needs of residents in Montgomery County. Graden asked how many CIPT vehicles are in Montgomery County, and Warfel reported there are 5-10 vehicles that serve Montgomery County and a total fleet of 32 vehicles for their service area. She is requesting 9 additional vehicles from IDOT

with 14 and 22 passenger capacity and also minivans for medical appointments. Bathurst asked Warfel to address the unsigned letter and IDOT's letter which brings up a red flag to her. Warfel replied IDOT gave a compliance review last year and she will provide a copy for Board members and stated she learned at a meeting in April that CIPT was going to be held to a higher bench mark. Warfel has since given IDOT a response by sending an updated "Operation Plan" to address their concerns, and will also provide County Board members copies of this response letter. She reported they have implemented a call center to receive calls from 6:00 a.m. – 8:30 a.m. and 4:30 p.m. – 6:00 p.m. Hitchings asked if there was an indication of who wrote the unsigned letter, and wondered if it came from another company wanting to bid on these same services and Warfel replied she can't speculate this since there is no proof of who sent these letters to County Board members. Warfel stated CIPT has done a great job with the dollars they receive but explained those with more dollars and more vehicles can do more. She compared their 32 vehicle fleet to a competitor who has a 60 vehicle fleet. Hertel reported that when he was employed with Department of Human Services he requested a dedicated service route between Litchfield and other towns such as Nokomis for clients to get to work, and asked if those routes are established now. Warfel replied she wasn't here at that time and that all vehicles are based in Hillsboro but these types of routes could be designated routes in the future. They are also going to implementing route scheduling software with GPS capabilities which would also track ages and the needs of riders. Deabenderfer asked what percentage of rider clientele are Senior Citizens and Warfel stated she did not have that information with her. Deabenderfer also asked about transferring college students and if CIPT could help with school bussing problems. Warfel replied they transport students from Effingham to Mattoon to college but CIPT is not allowed to compete with the yellow school bus. However, CIPT can help with after school activities if parents are not able to transport. She can't say if schools know about this service. Warfel stated that CIPT wants to provide a good service with safe vehicles, friendly drivers, and a clean environment. Plunkett reported that the County Board has representation each month on the CEFS Board with Board member Nikki Bishop. Deabenderfer stated since Montgomery County has a 13.7% unemployment rate, transportation to jobs would be a positive step. Hertel asked Warfel to return to the County Board meeting in six months to give an update on the service improvements she stated will be implemented, and she agreed to do so.

3. **Meeting with Representative Rosenthal -Update:** Deabenderfer reported that he attended an Economic Development meeting hosted by Representative Wayne Rosenthal that was held in Morrisonville. Fellow County Board member Joe Gasparich and Tom Gooding of Hillsboro also attended. Many questions were asked of Representative Rosenthal, and Gasparich asked why Ameren doesn't want anything to do with Illinois Coal. Rosenthal's office will look at the issue. Mr. Gooding asked about the tax exempt status for Hillsboro Hospital, and Rosenthal stated that there has been some movement there.
4. **Grain Belt Express Clean Line Meeting -Update:** Deabenderfer attended a meeting in Taylorville regarding a company that wants to install 700 miles of high voltage transmission lines for wind energy from Kansas to eastern states. Once the preliminary investigations are completed and when a more definite route has been pinpointed, meetings for the general public will be held. Deabenderfer reported that Ameren will be holding an information meeting on Tuesday, May 15th from 11:00 a.m. to 2:00 p.m. at the Knights of Columbus Hall in Farmersville regarding transmission lines.
5. **Oil Green Diamond Bike Trail -Update:** Tony Krager stated that the estimate to oil and chip the bike trail is the same that was submitted earlier.
6. **Enterprise Zone -Update:** Deabenderfer informed the Board of a House Bill about the life of Enterprise Zones. He referred members to HB4189 and an article in the Springfield newspaper citing Illinois House Speaker Madigan being quoted to say that no business should be in the Enterprise Zone unless that business provides 1000 jobs.

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

1. **Collections -Update:** Moore reported Total Collections for April are **\$121,010.83** (New System \$120,531.66 Old System \$479.17)

EMA:

1. **Deer Run Mine -Update:** Moore reported on April 16th, Holmes was updated and given the Coal Mine's Emergency Plan along with maps. She received their IDNR permit on April 20th, 2012. Holmes will advise Assistant State's Attorney Betsy Wilson that she is in possession of these maps. Holmes will give County Clerk Leitheiser a copy of the permit.
2. **Casualty Simulation Kit -Update:** The cost is \$350 for the small kit. The quotes from Jolotta Hill are \$599 for DLX Kit and \$489 for Multiple Casualty Kit for a total of \$1,088. Holmes will contact local Funeral Director Todd Dean for a few containers of mortician's wax for the training simulation. Holmes will purchase the small kit.
3. **EMA Laptop -Update:** The EMA Laptop has stopped working. Holmes will check the EMA budget to see if there is enough money to purchase a new one this year. If not, she will budget for a new laptop next year to stay with the truck.
4. **Region 8 Training -Update:** Staff had training on April 11th on the new program for submitting quarterly reports.
5. **FEMA On-line Class -Update:** FEMA has added a new on-line class that must be completed by October 1st, 2012. Cathy Ulrici has completed her class, and Holmes is still working on completing hers.
6. **County Sales Tax ID -Update:** HazMat and County MABAS have used the County Tax ID # for several years. At the HazMat meeting on April 26th, the members decided that they would do a combined HazMat and MABAS Tax ID. Holmes stated that she gave them 3-6 months to complete this process. Holmes stated that they need to get their own number instead of using the County Tax ID #.
7. **Holmes to Attend Finance Meeting -Update:** Holmes attended the Finance Committee meeting on May 7th. The topic was acquiring emergency funds in case of a major event in the County. Also, EMA has issued debit cards to the three EMA employees with their own names on it. The bank said they couldn't get one for just the office. If county responders are deployed to an out-of-county or out-of-state event, we won't be able to send the card with them. Holmes will need ideas on this issue. There will be a limit of \$1,000 on the card.
8. **Regional Meeting -Update:** This meeting was held Friday, May 4th, 2012. Holmes reported to committee she would not be attending and she was uncertain if Cathy Ulrici would be attending.
9. **Gasparich to cover EMA -Update:** Moore reported Joe Gasparich covered EMA on May 4th due to Holmes' absence and everything went well.
10. **HazMat -Update:** Some of the Taylorville Fire Department will be joining Montgomery County HazMat. We are working out details with the Taylorville Fire Chief and HazMat (MABAS 56) Team Leader Jerry Hefley. Also, the tires on the HazMat trailer are 6 years old, and will soon need replaced.
11. **Pre-plan Meeting -Update:** Moore reported a pre-planning meeting was held on Wednesday, May 2nd at 6:30 p.m. in the EMA office for the June 26th county-wide exercise. Any Board member that would like to be part of the exercise should let Holmes know. Holmes needs participants for injured, dead, homeless, Hazmat decontamination and also participants for interviews with the media, and those interested should contact the EMA office. Hour for hour credit (4hrs.) will be awarded to participating EMT's, Paramedics, Coroners and Funeral Directors.

12. **NIMS 300 Class -Update:** Gasparich will teach the NIMS 300 Class at the Nokomis FPD Station this weekend on May 4th, 5th, and 6th. Also, will be training at the Hillsboro Moose Club this Friday, May 11th at 8:00 a.m.

NEW BUSINESS:

1. **Resolution Authorizing the Execution of a Mutual Aid Agreement with the Illinois Coroners and Medical Examiners Association -Approval:** This resolution is requested from Coroner Rick Broaddus, and this Agreement would be made in recognition of the fact that natural or man-made occurrences may result in emergencies that exceed the resources, and equipment and/or personnel of a county coroner or medical examiner, and allow coroners to come into our county if needed and ours to theirs. The State's Attorney office has approved. **Motion by Moore, second by Graden to Approve the Resolution Authorizing the Execution of a Mutual Aid Agreement with the Illinois Coroners and Medical Examiners Association. All in favor, motion carried. (For Copy of Resolution, see Resolution Book 12, pages 95-100).**

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

1. **Agent for the County Trustee – Delinquent Program Resolutions -Approval:** Blankenship reported County Trustee Joe Meyer attended the committee meeting regarding the tax liquidation program and informed members that a sealed bid auction of surplus property was held and closed on April 20th, 2012. The auction made \$22,000 for surplus property sold. Meyer and Associates cataloged and photographed all the delinquent properties. Meyer stated that this program is run by the County Board, and everyone who submitted a bid now has 60 days to get a title search, etc... Two Buyers, the City of Litchfield and Michael Polley of Irving wanted their property as soon as possible so Meyer prepared two resolutions to convey the deeds to them. The County Board must approve Resolutions to allow the conveyance of any property under this program. Deeds will then be prepared and sent to the County Clerk/Recorder's office to record. There will be a 2nd surplus property auction this fall. Meyer told the committee that the City of Litchfield parcel wasn't offered to the public because the City declared the property condemned, which allowed the County Trustee to provide it to the City at a minimum price because they have many expenses they incurred to clean up the condemned property. Plunkett reported after passing these Resolutions and conveying these deeds the properties will go back on the tax rolls. **Motion by Blankenship, second by Williams to Approve the Resolution to Convey the Deed to Parcel # 15-04-212-003 to the City of Litchfield as a result of the Trustee Tax Sale. All in favor, motion carried. (For Copy of Resolution, See Resolution Book 12, page 101). Motion by Blankenship, second by Hertel to Approve the Resolution to Convey the Deed to Parcel # 13-06-263-003 in the City of Witt to Michael Polley as a result of the Trustee Tax Sale that was held in April 2012. All in favor, motion carried. (For Copy of Resolution, See Resolution Book 12, page 102).**
2. **Emergency Funding for Deployment of Volunteers -Update:** Blankenship reported that Diana Holmes stated she asked Auditor Patton about obtaining a debit card to get emergency volunteers food and gas if they are deployed out of the County. Currently the three cards are issued to each individual EMA employee and someone else can't use the debit cards. The bank said that debit cards can only be issued in individual names and not business names. Treasurer Jenkins stated that this won't happen very often and a phone call could be made to get a voucher signed to get funds. Holmes stated that the problem arises when money is needed on the weekend or holidays when banks aren't open.

3. **Payment of Election Personnel -Update:** Kuchar asked Blankenship about the Election Personnel issue of paying any County employees extra money for working on election days. Blankenship stated that no decision was made at the Finance Committee meeting and it would be looked at and discussed at the next Finance meeting.
4. **CEFS Ordinance #2012-06 & Intergovernmental Agreement to Provide for Public Transportation in Montgomery County -Approval:** Bathurst asked how much funding we give to CEFS each year and Chairman Plunkett stated the amount was \$4,000. **Motion by Blankenship, second by Helgen to Approve Ordinance #2012-06 and Intergovernmental Agreement with CEFS and CIPT to Provide Public Transportation. All in favor, motion carried.** Plunkett asked Kristie Warfel to give an update later on their hours of operation and proposed improvements. **(For copy of Ordinance and Intergovernmental Agreement, see Resolution Book 12, pages 103-105).**
5. **U of I Extension Resolution Agreement -Approval:** Blankenship reported U of I Representative Amanda Cole presented the 2012 levy amount for U of I Extension services in the amount of \$154,910, which is the same amount as last year. **Motion by Blankenship, second by Beck to Approve the Agreement with U of I Extension to Levy an amount of \$154,910. Voice Vote: Abstain – 1 (Gasparich). Motion carried. (For copy of Agreement, see Resolution Book 12, pages 106-107).**
6. **FY2011 County Audit Report -Approval:** **Motion by Blankenship, second by Branum to Approve the FY2011 County Audit Report that was presented last month by Patton & Company. All in favor, motion carried.**
7. **Coal Mine -Update:** Blankenship reported the Coal Mine has sold coal to ADM of Decatur, Illinois and Ameren of Missouri to date. Hillsboro Energy Representative John Mick, Treasurer Jenkins and Chairman Plunkett met about a month ago to discuss coal production, royalty payments, and sales taxes. Mick welcomed questions and offered for our county auditor to review their fiscal information. County Clerk Leitheiser is getting tonnage totals of coal extracted from Deer Run Mine from IDNR on a quarterly basis and the County Board will make a comparison of those totals to the totals that Treasurer Jenkins receives from Hillsboro Energy. Blankenship reported that longwall mining should start about August, 2012. Chairman Plunkett is planning to set up a County Board committee which would offer parameters to budget for Coal Revenue. Supervisor of Assessments Ray Durston stated to the committee that he is getting the information he needs from the Coal Company for proper assessment.

Hertel asked Treasurer Jenkins about the County employee early retirement severance package savings and whether individual office budgets will reflect reductions in salary expenditures as a result. Jenkins replied that he can give Hertel the information requested.

H.W.E. COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:

1. **Elections -Update:** Durbin asked Leitheiser to give a review on the options he requested she provide to the County Board to reduce election costs. Leitheiser shared Cost Per Vote totals from the March 20th, 2012 General Primary Election, which totaled \$15.71 per vote. Leitheiser reported a savings of \$28,500 for this last election as a result of internalizing the Ballot Programming/Layout Coding Services by using Elections Unity Software purchased at no cost to the County due to a HAVA grant. Leitheiser stated we are the smallest county in the State who uses this vendor to program our own ballots and save these costs. Leitheiser expressed appreciation to her employees Terri Miller and Tricia Maulding for learning this software function and helping the office provide this service and save Election costs. She reported on current Precinct/Registered Voters Totals, and stated that the County currently has 42 precincts and 26 polling place locations. Members voiced concerns they hear from Election Judges and public about high Election costs, and Leitheiser gave options to reduce costs, since the County

will soon need some M100 tabulators replaced. Leitheiser shared some samples from other counties on their largest number of registered voters and some were over 2,800 registered voters per precinct. She gave an overview of Option #1, which would Consolidate from 42 to 30 precincts and would displace Precinct Committeeman but be easier for Election Judges. She then gave an overview of Option #2, which maintains 42 precincts and clusters Election Judges and keeps Precinct Committeeman but be more difficult for Election Judges. Leitheiser stated she is working diligently to keep costs down but reminded members that some election equipment is showing their age and needs repaired or replaced at \$3,600 per unit, with a current need to replace 6 units. She explained that the bulk of election costs pertain to salaries of Election Judges at \$135 per Election Judge salary, which includes \$45 reimbursement from the State of Illinois, which may no longer be received due to State Budget shortfalls. She explained the timing is important, since Election Judges will soon need to be commissioned by their Precinct Committee Representatives, the County Board, and the Circuit Court to work at elections to be held in November 2012, April 2013 and March 2014. She reported that if consolidation is considered, Illinois law requires Counties only consolidate precincts at the June Board meeting each year. Hertel stated the two Party Chairman should be invited to the next HWE Committee meeting, and Durbin agreed that they will be invited to attend. Plunkett stated if we consolidate larger precincts will need 7 per polling place instead of 5 at larger elections. Plunkett stated members can call Bob Durbin or Sandy Leitheiser if they have any questions or suggestions. Gasparich asked if consolidation can be done by vote or resolution and Leitheiser replied it is done by resolution. Plunkett stated the committee will make a recommendation and we will proceed from there, and reported that the County Board has three options: stay the same, consolidate precincts at the June meeting, or cluster Election Judges but keep the same number of precincts.

2. Recycling Program and Events:

- **Litchfield Drop Shed -Update:** Durbin reported zoning for fencing was approved and the building permit was submitted and approved. Trusses are on site and steel and material has already been delivered to Pro-Built. As things progress, Recycling Coordinator Dawn Lutz will have a possible completion date. Once completed, a Grand Opening/Ribbon Cutting Ceremony will be held.
- **Security Cameras for Litchfield Drop Shed -Update:** Durbin reported there are 2 bids on Security Cameras for the Litchfield Drop Off. The committee discussed putting this issue on hold for one month until the building is constructed. Durbin stated the options are either cameras or closing the facility during the night-time hours.
- **Forklift Purchase -Approval:** Durbin reported the committee discussed the purchase of a forklift truck since two forklifts were burned in the fire. A used forklift is \$18,000 and comes with a 90 day full warranty & 180 days on major power train. According to a proposal received by Pennell Forklift, a new forklift truck will cost \$27,420 and comes with a 24 month warranty or 3000 hours & major power train for 60 months or 6000 hours. There is a \$600 factory discount offer for a new one, which brings the price down to \$26,820. County Insurance will reimburse up to \$12,000 towards the purchase of the forklift. The committee discussed the difference in costs and the warranty issues. The committee feels that getting the new one would be more feasible and now would be the time to purchase a new one since there is some insurance money to help replace it. Hertel asked where the money for purchase is coming from and was told out of the General Fund. He also asked if we meet the Emergency requirements to approve this purchase without bidding it first, and consensus was that the State's Attorney needs to be asked. Several Board members voiced concern of a fair bidding process with the amount on the table from Pennell Forklift. Discussion took place if \$20,000 is the correct bid threshold. Plunkett stated we could approve \$26,820 for a purchase of a forklift and check with the State's Attorney to see if the threshold has changed to \$30,000 and then could bid out later.
Motion by Bone, second by Beck to Table the Issue until Later in the Meeting so the

State's Attorney can be consulted prior to vote. All in favor, motion carried. State's Attorney Chris Matoush was asked to return to the Board meeting and he stated the threshold for bidding out was raised to \$30,000. Merano believes we should still bid out to get a lower price. Plunkett stated our practice has been to bid out. Gasparich stated we will save money in the long run by purchasing the new forklift truck due to costly maintenance and repairs to used ones. **Motion by Durbin, second by Bathurst to Approve Purchasing a New Forklift Truck from Pennell Forklift Service for \$26,820 which includes a \$600 factory discount. Roll Call Vote: Ayes - 14, Nays - 7. Those Voting Aye: Bathurst, Blankenship, Bone, Branum, Deabenderfer, Durbin, Gasparich, Graden, Helgen, Hitchings, Komor, Kuchar, Miles, Wendel. Those Voting Nay: Beck, Bishop, Hertel, Merano, Moore, Plunkett, Williams. Motion Carried.**

- **Purchases -Update:** There was \$1,000 insurance funds to replace building contents at the Litchfield Recycling facility. Lutz will be looking to purchase a pallet jack, dock plate and battery charger.
 - **Electronics Drive -Update:** Durbin reported the Electronics Drive on Saturday, April 28th was a huge success with 80,000 lbs. collected and four fully loaded semi-trailers.
 - **Department of Labor Payment -Update:** Bob Durbin signed a voucher for \$4,169.32 and Asst. State's Attorney Wilson will get a release letter from the Department of Labor.
3. **EPA Report -Update:** Bill Gonet had nothing to report at the committee this time and wishes to start giving a quarterly report to the committee. He has moved to the third floor and is very satisfied with the new area.
4. **Animal Control Facility and Program:**
- **Animal Control Intake Summary -Update:** There were a total of 29 animals brought into the facility and 25 that left in the month of April.
 - Applications are being taken for a part time position at the Animal Control Facility.

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

1. **Revised Subdivision Ordinance -Update:** Branum reported the committee reviewed several changes in the Draft of the County Subdivision Ordinance the committee received last month. Members working on the Subdivision Ordinance were present to answer any questions. Asst. State's Attorney Wilson stated that in Section 1.07 - 2a of the Ordinance the Board can make the minimum requirement for plat act from 5 acres down to 2 acres by law. This would be the best time to change the acreage requirement if the committee so chooses. Plat Act Officer Purcell stated if it is less than 5 acres it will bring in a whole new set of problems. Health Dept. Environmental Health Representative Cyndy Howard stated there wouldn't be much change for water and sewer if the ordinance was changed for less than 5 acres. The committee discussed leaving the acreage requirement at 5 acres and approved and recommended the Revised Montgomery County Subdivision Ordinance to the Full Board for review for 1 month. After review, the Board may take action to approve the Ordinance at the June Full Board meeting. Branum stated Wilson will be here to answer any questions at that time.
2. **Red Ball Trail Project -Update:** Engineer Smith reported to the committee that the pre-construction meeting was held last week. The Contractor will set up signs and traffic control on Friday, June 1st, 2012, work will start on Monday, June 4th, and the Red Ball Trail Project will start around June 1st, 2012. Engineer Smith will be scheduling a pre-construction meeting in the next few weeks.
3. **Pitman Township Bridge, East 1st Road -Update:** Branum reported Engineer Smith explained that 6 poles in this area are in the public right of way. The Utility Company was told to move them because they are in the slope of the new road. Poles should be moved 5 feet beyond the clear zone on the Township Road for liability reasons. It will be up to Pitman Township Highway Commissioner Tony Krager and the Utility Company to work out the issue.

4. **Raymond Township Bridge, North 23rd Avenue -Update:** Branum reported we could have the Bridge letting sometime in August. Engineer Smith is working with McDonough Whitlow to finalize the plans for this bridge.

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

1. **Agreement between The Board of Trustees of the University of Illinois and Montgomery County Board -Update:** Kuchar reported Finance Members were invited to Personnel Committee, and U of I Representative Ronald Duncan addressed the committee concerning the proposed Salary Study. Duncan stated he will gather information regarding each job to compare to other like positions in other counties and businesses. The Study will show the general state of what the County is paying its employees according to job title and skills. The Job Study will be able to pull apart and assess the job skills required to do each job and compare it to other jobs with similar job titles. Plunkett stated the Board approved the contract last month and with questions now answered, he will sign the agreement after today's County Board meeting.
2. **Harris Computer / Time Clock Plus Presentation and Quote -Update:** Kuchar reported Rich Plese of Harris World Software explained the different options of time tracking software his company sells which integrates with the county's current Harris open window payroll system. The committee asked Mr. Plese to provide a price and system requirements for a system that supervisors can use to enter time for their employees so reports could be generated. This process could then be expanded sometime down the road. The Treasurer's office will continue to track time off in the meantime.
3. **FMLA Record Keeping -Update:** Kuchar reported we need to schedule training for office holders sometime in May.
4. **Labor Local # 397 -Update:** Kuchar reported that Plunkett stated he received a letter from Labor Local #397 requesting negotiations with 3 new units – SOA, State's Attorney, EMA/Animal Control. A special meeting has been scheduled for Monday, May 21st at 6:00 p.m. at the PBC room of the Courthouse Complex.
5. **Addendum for Central Laborers' Pension, Welfare and Annuity Funds Increase - Update:** Highway Engineer Kevin Smith reported that the Laborer's Health Insurance Premiums increased and they sent an addendum to the existing contract for the County to pay more on the Highway Employee Insurance. The committee discussed having Asst. State's Attorney Wilson review this and give an opinion. The County has been paying the premium so far, and the old insurance rates were paid up to March. County is up to date on Insurance premiums to the Union, and now the amount the employees need to pay needs to be determined. It was suggested that Highway employees could pay their amount the third paycheck in June since there are three paychecks that month.
6. **Executive Session:** The committee discussed an overview of options the committee has should the Sheriff's Department Union negotiations go to arbitration.
 - ***Enter into Executive Session to discuss Sheriff's Dept. Union Contract Negotiations with Local Laborers #773: Motion by Kuchar, second by Graden to Enter Into Executive Session. All in favor, motion carried. Time: 10:24 a.m.***
 - ***Come Out of Executive Session: Motion by Kuchar, second by Hitchings to Come Out of Executive Session. All in favor, motion carried. Time: 10:50 a.m.***

APPROVAL OF 8 COMMITTEE REPORTS & MINUTES: Nikki Bishop reported she was absent for the Buildings & Grounds Committee meeting on May 3rd, and a correction will be made to those Committee minutes. **Motion by Miles, second by Hitchings to approve the 8 committee reports and minutes after corrections. All in favor, motion carried.**

ANNOUNCEMENTS:

Chairman Plunkett announced the initial Negotiation meeting with Laborers Local # 397 is Monday, May 21st at 6:00 p.m. in the PBC room with Personnel Committee Vice-Chairman George Blankenship as the Chairman of these Negotiations.

SCHEDULE CHANGES:

Chairman Plunkett reported the next Economic Development Committee meeting has been changed to May 30th at 6:00 p.m. from June 6th. Also, as a reminder he announced that the Economic Development Committee meeting is June 27th instead of July 4th.

APPOINTMENTS:

Motion by Hitchings, second by Branum to Appoint Kevin Darst as Trustee to the Fillmore Community Fire Protection District for a term to begin immediately. All in favor, motion carried.

Motion by Hitchings, second by Deabenderfer to Reappoint Donald Sturgeon as Trustee to the Shoal Creek Fire Protection District for a 3 year term to begin May 1st, 2012 and expire April 30th, 2015. All in favor, motion carried.

Motion by Moore, second by Blankenship to Reappoint Dan Blankenship, Marilyn Harvey, and Maurice Wilson as Trustees to the Green Hill Cemetery Association for a 6 year term to begin May 1st, 2012 and expire April 30th, 2018. All in favor, motion carried.

Motion by Bone, second by Kuchar to Reappoint Deanne Jones as Commissioner to the Montgomery County Housing Authority Board for a 5 year term to begin July 1st, 2012 and expire June 30th, 2017. All in favor, motion carried.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Hitchings, second by Bishop to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 20, Against – 0, Absent – 0, Abstain -1 (Moore). Motion carried.
2. **Motion by Blankenship, second by Williams to pay all other approved bills. All in favor, motion carried.** For itemized listing of bills paid, refer to Accounts Payable Book for FY 2012.

ADJOURN: Until the Full Board Meeting on Tuesday, June 12th, 2012 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois.

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

Meeting adjourned at 11:01 a.m.

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

**Montgomery County Board
Minutes**

For Tuesday, June 12th, 2012 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, June 12th, 2012 in the County Board Room, 2nd floor 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 Hitchings to approve the mileage and per diem. All in favor, motion carried.

Approval of Minutes of Previous County Board Meeting:

Minutes of last month's Board meeting were amended to show the location of the meeting as the newly remodeled County Board Room, 2nd floor of the Historic Courthouse in Hillsboro, Illinois.

Motion by Hertel, second by Kuchar to approve the amended Minutes of the Previously County Board Meeting held on Tuesday, May 8th, 2012. All in favor, motion carried.

CONSENT AGENDA:

1. **Chief Assessment Officer's Report** – Ray Durston was present for questions.
2. **Circuit Clerk's Report** – was submitted.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions and thanked Board members for their compliance regarding the Attorney General's required online Open Meeting Act training, and encouraged members who haven't completed the training to contact her office for assistance.
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 and informed members that the advertisement for Health Department Registered Nurses is due to additional funding they received to serve additional counties and not related to early retirements.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – Sheriff 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 and stated the correct date on the VAC Report should be June 4th, 2012. He stated the VAC recently purchased new software to track revenue and expenses for Veteran Assistance services and reported that 10,700 miles have been driven on the VAC van this year with over 31,500 total miles to transport veterans to and from appointments and clinics. Treasurer Jenkins thanked Strowmatt for an excellent job and his fiscal responsibility, and stated we are at the point where we now see the benefits from Strowmatt's efforts.

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

State Representative Wayne Rosenthal -Update: Chairman Plunkett welcomed State Representative Wayne Rosenthal to the Full Board meeting. Rosenthal reviewed highlights from the last legislative session with the Board including:

1. Legislators have been out of session since May 31st and won't return until agreements are made by Senate and House leaders on State pensions. He reported that last year the State budget was built on projected revenues, but State revenues continue to decline which effects all State payments to vendors. The State is now paying on the tremendous amount of money owed in past due bills and will continue to do so. Rosenthal stated that Illinois is in a tough situation, and last year the State appropriation for ROE education was paid from PPRT funds and the committees recently voted to use PPRT again. He also stated that cuts to General State Aid affect local schools, and the big issue is to keep transportation at 72% of actual costs. He also reported he is now on the House of Representatives Education Committee. Chairman Plunkett asked Rosenthal about the Teacher Retirement System funding status, and Rosenthal reported that the State didn't fund their portion of the retirement system and is trying to pass the problem down to local governments, which he isn't in favor of. Discussion took place on several State of Illinois funding issues, including property tax-exemption status for Hillsboro Hospital, school consolidation, Rosenthal's summer reading program, the Taylorville Tenaska project, a proposed severance tax, status of a potential coal mine in the Nokomis area, video gaming and lotto for education funds, PPRT funding ROE salaries and the volume of House bills each session. Rosenthal stated he would be glad to come back again and share updates with the County Board in the future.

COMMITTEE REPORTS:

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

1. **Executive Session Minutes -Approval:** Board members were given a list of Sealed Executive Session Minutes from March 2008 through October 2011, along with a recommendation from Chairman Plunkett to open Executive Session minutes from three meetings. **Motion by Hertel, second by Helgen to Approve the Opening of Past Executive Session Minutes for Full Board on March 11th, 2008 and Oct. 12th, 2010 and the B & G Committee from Nov. 7th, 2008. All in favor, motion carried.**

Hertel asked if the Coordinating Committee would consider moving the Committee meetings back to the County Board room as the Conference room is small and is also used as a break room for employees. Plunkett stated he will take this under consideration.

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

1. **Historic Courthouse Renovations -Approval:**

- Bone reported Hurst-Rosche Engineers are working on change order requests that were submitted earlier in the project.
 - **Electric conduit \$7,412 for elevator** – Hurst-Rosche Designers don't see anything wrong with the costs submitted.
 - Conduit for Breaker \$5,083 on 3rd floor. Hurst-Rosche doesn't agree with charges. Should be about \$4,300.

There are \$31,564.35 total change orders to date or 3.55% of contract amount. **Motion by Bone, second by Bishop to Approve the Change Order for \$7,412 for Electric Conduit for the Elevator. All in favor, motion carried.**

- Bone reported there are blemish damages on a couple of panels in the elevator at the Historic Courthouse in Hillsboro, and this repair will cause the elevator to be shut down for a minimum of 8 hours. Brent Lance recommended having them replace the panels on 2nd shift and we would be responsible for shift differential wages. Lance is checking with Korte Luitjohan.
 - Bone reported that Pay Request #8 is in the amount of \$110,441. **Motion by Bone, second by Graden to Approve Pay Request #8 in the Amount of \$110,441 to Korte & Luitjohan Contractors. Roll Call Vote: Ayes – 21, Nays – 0, motion carried.** Gasparich asked for a short summary of what has been spent so far on the Historic Courthouse renovations, and Bone pledged to provide it at a future meeting.
 - Bone reported the committee discussed having Korte Luitjohan remove the handicap ramp as soon as they can. Merano asked where the ramp is going and said he believes we should keep it. Bone stated the committee looked at keeping it, but the county has no storage for it. Chairman Plunkett stated according to the contract with Korte Luitjohan, if the contractor takes it down, they keep it and labor versus cost of materials becomes a wash. If the County takes it down, we can keep the ramp, but with the storage issues it isn't feasible, plus there was an inquiry from the Montgomery County Senior Citizens Center for it, but they changed their mind and now do not want it. After considering all options, Bone stated the best answer was to have the contractor remove and take the ramp.
2. **HVAC at New Courthouse -Approval:** Bone reported the committee reviewed a letter from Tom Baker at Hurst-Rosche Engineers regarding the compressor failure investigation at the Courthouse. Last week, Compressor #2 had to be shut down because it was short cycling. Baker recommends having Carrier Commercial Service troubleshoot the HVAC system for approximately \$2,500 plus repair costs depending on what is found plus \$1,200 to Hurst-Rosche to manage this assignment. Bone stated this problem has been occurring for quite some time even when the system was under the direction of Public Building Commission and Johnson Controls has also asked for Hurst-Rosche's help. He stated we need to find out the underlying problem with the system. **Motion by Bone, second by Hitchings to Approve an Amount Not to Exceed \$3,700 for the Evaluation from Carrier Commercial and for Hurst-Rosche to Oversee the HVAC Project. All in favor, motion carried.**
 3. **Paint 1st Floor Hallway and Basement of Historic Courthouse -Update:** Bone reported the committee approved the one bid that was received from Kirby Painting to paint the first floor and a portion of the basement of the Historic Courthouse for a total of \$4,200 which will take place over two weekends.
 4. **Evacuation Plan -Update:** Bone reported the planning meeting for an evacuation plan for the Historic Courthouse was held May 15th, and a Fire drill will be scheduled for July. New Evacuation Signs and Site Maps have been printed and will be posted throughout the Historic Courthouse. Bone stated that the most important information to remember is that all who are in the building when the fire alarm goes off should leave the building immediately.
 5. **Maintenance Issues and Report -Update:**
 - Bone reported a wall in the Courthouse Annex is leaking. Brent Lance stated that Western Waterproofing will have a proposal for the tuck-pointing work next month.
 - Bone reported that the electric work for A/C in the Historic basement has been completed. One 240 A/C unit has been hooked up this week.
 - Bone reported the Fire extinguishers were installed on the 2nd and 3rd Floor of the Historic Courthouse after the renovations.

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

1. **MCEDC -Update:** Deabenderfer reported he and MCEDC Executive Director Erika Kennett toured the Alply plant in Litchfield and the Montgomery County Superfund Sites. He stated that their WSMI radio appearance is scheduled for Wednesday, June 13th, 2012 at 9:00 a.m., MCEDC Executive Committee meetings are July 11th and October 2nd, 2012, and Kennett will have office hours at the Historic Courthouse on Tuesdays and Wednesdays. To reduce travel time for Kennett, Deabenderfer is taking over some public appearances and meetings for the MCEDC.
2. **Meeting with Ameren in Farmersville -Update:** Deabenderfer attended a meeting with Ameren in Farmersville regarding transmission lines and provided handouts in the Board packets.
3. **Oil Green Diamond Bike Trail -Update:** Deabenderfer reported the following:
 - Talked with Pitman Twp Rep Tony Krager – he verified that the Bike Trail does need to be trimmed.
 - Krager sprayed for weeds 2 weeks ago and plans to apply again in a couple more weeks.
 - Louis Marsch price for Oil = \$14,448 for HFRS-2 Dilute – Krager is suggesting this oil because it is thinner, dries in 24 to 48 hours, uses much less rock and looks like asphalt when dried.
 - Purchase rock from Pitman Township and Pitman Township will apply at no charge.
 - Krager stated that he can fit this in the schedule for August.
 - Bike Trail has a hole by the Bridge. We will check with Krager to see if he could fill in with road pack until we oil and chip and have this fixed by Farmersville Irish Days Celebration (Saturday, June 16th).
 - Community Service workers are working on brush clean up at the Bike Trail.
4. **Tenaska Project in Taylorville -Update:** Deabenderfer reported the committee discussed an article in the Springfield State Journal Register regarding the proposed Tenaska Project in Taylorville. The proposed conversion plant would be fueled by natural gas instead of coal. Handouts for the proposed project were in County Board packets.

Other: Deabenderfer reported a Broadband meeting will be held tomorrow from 1:00 – 3:00 p.m. He stated this meeting is not for the Demuzio Initiative but for another broadband access to rural areas. Deabenderfer will attend the meeting to represent the County. He also stated that an Eagle-Zinc Superfund Site Public Hearing will be held on Thursday, June 14th at 6:30 p.m. at the Hillsboro High School gym.

Next Economic Development Committee meeting is changed to Wednesday, June 27th at 6:00 p.m. due to the 4th of July holiday.

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

Ambulance Call Reports:

A summary of monthly operations for *April 2012* is as follows:

Total calls: 289 Total amount billed: 167,972.20 Amount collected: \$121,010.83

A summary of monthly operations for *May 2012* is as follows:

Total calls: 361 Total amount billed: 201,450.60 Amount collected: \$110,294.12

AMBULANCE REPORT:

1. **Collections -Update:** Gasparich reported Total Collections for May were \$110,294.12.
2. **Coding Conference -Update:** Gasparich reported the ABC Conference was held on May 23rd and 24th in St. Louis, Missouri. This is a two day conference where the two EMA office Billing Agents got their 12 CEU credits to remain Certified Coders. They received information on changes in Medicaid and Medicare billing.

EMA:

1. **Meeting with Senior Officials -Update:** Gasparich reported the meeting with senior officials was held on Friday, May 11th, 2012.
2. **Deer Run Mine Emergency Plan -Update:** Gasparich reported Director Holmes spoke with Assistant State's Attorney Betsy Wilson about making the Deer Run Mine emergency operating plans public. Wilson's guidance confirms that permits are public, but emergency operating plans are not. The plans are considered confidential and are not to be released. Gasparich stated the water impoundment plan is protected.
3. **Bus Accident on I-55 -Update:** Gasparich reported on the May 14th, a bus accident occurred on Interstate 55 near Litchfield. All response was well organized, and Gasparich gave compliments to Litchfield Fire, Ambulance, and MCSODC agencies, and stated even though the EMA office was not involved, we supported their efforts.
4. **New Shelter Added -Update:** Gasparich reported that Litchfield Latter Rain Ministries located at the Old House at Sunshine Park across the street from St. Francis Hospital is offering their facility as a new emergency shelter. Due to the larger population coming from Interstate 55 in the case of an emergency event, Gasparich stated another emergency shelter was needed.
5. **5 Area Ambulance District Agreements -Approval:** Gasparich reported the five Ambulance District Agreements and their accompanying insurance policies are now in. The agreements state that budgets and contracts are due in September each year and Holmes recommended the County change that turn-in date to before budget hearings so the Finance Committee may have the Ambulance budget information prior to the County Board budget being submitted. **Motion by Gasparich, second by Graden to Approve the 5 Area Ambulance District Agreements for FY 2012. All in favor, motion carried.**
6. **June 26th Disaster Exercise -Update:** Gasparich reported we are ready for the exercise to test our emergency operations plan. It will start at 5:30 p.m. and last approximately three hours. Holmes reported at the committee that the County will be meeting with Litchfield Fire Chief Quint, Captain Haenal, volunteers Jim Engelman and Dolores Wheelhouse, and Police Chief BJ Wilkinson for final plans on June 14th at 1:00 p.m.
7. **January 25th HazMat Call -Update:** The HazMat call at the Coalfield rest area of Interstate 55 for Mid-America Steel Drum Co. has been paid in full at a total of \$7,028.89, thanks to Asst. State's Attorney Wilson. Gasparich stated the HazMat team, responders, and the Fire Department were reimbursed. He reported that since the County Board's passing of the Spill and Pay Ordinance, we have collected almost \$100,000 for services rendered.

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

1. **Revolving Loan Fund -Update:** The committee reviewed the reports. Of the three businesses receiving Revolving Loans, payments were made on time by two of them and one is in bankruptcy.
2. **Award Bid for Narrow Band Upgrades to Sheriff's Office Radios -Approval:** Blankenship stated that Undersheriff Rick Robbins reported to committee that radio communication gets lost around the northwestern (Farmersville) part of the county about 60% of the time, and prompted the Sheriff's Department to request bids for Narrow Band Upgrade for the radios. All emergency responders are required to go to Narrow Band from Broadband by January 1st, 2013. Two bids were received:
 - **Global Technical Systems: \$49,495.00**
 - **C & K Communications: \$83,241.92**

Blankenship stated that C & K bid had a cost for a small component in Raymond, which accounts for the difference in proposals. Robbins recommends Global Technical Systems and

the Sheriff's budget has adequate funding for the purchase. Robbins informed the committee that a digital system is needed in the near future, and Blankenship reported none of this equipment will be obsolete if we upgrade to a digital system, which will cost approximately \$1.67 million dollars. Bond County received a grant for 1.4 million to upgrade their system to digital, but we do not have a grant available at this time Gasparich stated he doesn't understand the disparity between the bid costs and has concerns with Global Technical Systems and their radio compatibility as there have been problems with pager service from this company at the Nokomis Fire Department. Neither Sheriff Vazzi nor Undersheriff Robbins was at the County Board meeting during this discussion. **Motion by Graden, second by Branum to Table the Issue until Undersheriff Robbins Comes to the meeting and Answers Questions. All in favor, motion carried.** Robbins arrived at the County Board room and addressed the Board. He answered Gasparich's concerns, stating C & K's bid includes a link needed in Raymond to connect between our tower and theirs, which would cost an additional \$4,000 - \$5,000 if Global would have to add that link later. Bathurst asked Robbins if he was happy with Global Technical Systems, and he replied affirmatively as the Sheriff's Department already uses them as a vendor. Bone believes the low bid will be adequate as long as we can keep in touch with the deputies in Farmersville area and north of there. Plunkett asked Robbins if he foresees going to a digital system in the future, and he replied Nokomis and Litchfield went to digital and in his view, are having a hard time of it right now. Robbins doesn't see the Sheriff's office going to digital soon and believes we will need a new tower in the next five years as the next major expense. Gasparich notified Robbins about a recent problem with pagers, and Robbins replied there was a problem with some firemen not getting a page, but this has been solved and regular pager testing is done. Gasparich asked if costs would be higher if we wait to add the link. Robbins doesn't recommend spending funds for a link if we don't need it, and stated we might be able to fix this problem with a higher tower. He reported we have to go to Narrow Band by January 1st and can be fined \$10,000 a day if we do not switch by that date. Robbins recommends spending \$16,000 less now and only spending money for the link if we need it, and he also stated that if we find we need the link, we cannot wait till a new tower is built. **Motion by Blankenship, second by Beck to Approve the Proposal from Global Technical Systems in the amount of \$49,495 for the Narrow Band Radio Upgrades to be paid from the Sheriff's Budget. All in favor, motion carried.**

3. **Sheriff's Dept. to Provide Security at County Fair MMA Fights -Update:** Blankenship reported Robbins stated the Sheriff's Department will be providing 8 deputies at the MMA fights at the Montgomery County Fair. Funds are in the Sheriff's Department to provide this service. The State Police will also provide two troopers to help with security. Moore asked if we get any money back for providing security and Robbins stated we do not receive any funds for this service.
4. **Health Department Roof Financing -Approval:** Hugh Satterlee reported that the ten year old shingles on the 25 year organic roof on the Health Department building are failing, and stated they participated in a class action suit and received \$9,000 and may get another \$6,000 to \$7,000 towards recouping the cost of the bad shingles. The Health Department Board instructed Satterlee to get proposals on three different roof types. The estimate for Regular Shingles is \$75,000 to \$100,000, Metal Shingles is \$175,000 to \$250,000, and a Standing Metal Seam will be \$250,000 to \$325,000. The current bank balance at the Health Department is about \$600,000 and this is the safe amount that Satterlee prefers to keep as a bank balance. Satterlee proposes getting a loan from the County General Fund and to pay back the borrowed amount. The Health Department building was originally loaned through the General Fund. They are looking at the 25,000 square feet roof replacement in August and are getting ready to put it out for bids. Satterlee stated they will receive funds from property taxes in July and the State pays them in August. At the end of each month, if reserves are above \$600,000, then a payment will be made. Chairman Plunkett stated this motion is not for a loan amount, but only

to approve giving them a loan. Satterlee will bring back loan amounts when the project is bid out. **Motion by Bathurst, second by Kuchar to Work with the Health Department to Loan them County General Fund dollars for the New Roof at the Health Department with the Stipulation that the Health Department Pay Back the Loan. All in favor, motion carried.**

5. **FY13 Budget and Hearing Schedule -Update:** Blankenship reported Budget Hearings are Wednesday, July 25th, Friday, July 27th, and Monday, July 30th at 8:00 a.m.
6. **Truth and Taxation Levy -Update:** Blankenship reported Treasurer Jenkins presented three different reports for the Real Estate Tax Levy. The 1st proposal is for a 4.99% Increase and shows the General Fund is due \$960,000 for IMRF. The 2nd proposal is for an 8.39% Levy and the General Fund is still owed \$960,000 for IMRF. The 3rd proposal is what Treasurer Jenkins recommends and the Tax Levy amount is 29.32% which would result in IMRF not owing the General Fund any money. A special meeting for Monday, June 18th, at 3:00 pm is scheduled to discuss the three Levy proposals and the IMRF Fund information. Chairman Plunkett reported TB Department representative Sally Adams will also discuss some additional needs on the TB Department Budget at this meeting.
7. **Gaming Ordinance -Update:** County Clerk Leitheiser reported that information was relayed at the last County Clerk Zone meeting regarding a need for Counties to either allow or prohibit Video Gaming due to a new State Law. No prior County Board has addressed Gaming or Video Gaming. Leitheiser checked the State Illinois Gaming Board website to see which municipalities and counties have an Ordinance in place to either allow or prohibit Video Gaming. The committee discussed whether Video Gaming would be allowed or banned and will decide next month. A Question and Answer pamphlet about Video Gaming was provided in board packets.
8. **Information about the IHDA Rental Housing Support Program Operated by CEFS - Update:** County Clerk Leitheiser reported information regarding CEFS bringing RHSP grant funds she has had to collect from Recorded documents home to Montgomery County, and referenced members to correspondence in their packets. Since August 1st, 2005, she has been sending funds monthly per State law amounting to \$9 of recording fee for each recorded document to the State of Illinois to be used for the RHSP grant program, but all funds have gone mainly to Cook County, Illinois. She congratulated CEFS for receiving this grant to administer this program locally, since the funding is received locally from the Recording Department of her office.
9. **Additions to Pre-Approved Vendor List -Approval:** Blankenship reported adding two new categories - "All Judge's signed vouchers" and "Ricoh USA" for copier service in the State's Attorney office to the Pre-paid Vendor List. **Motion by Blankenship, second by Branum to Approve the Additions to the Pre-paid Vendor List. All in favor, motion carried. (For copy of Pre-Paid Vendor Listing, see Resolution Book 12, p. 108-109).**
10. **ROE Quarterly Report -Approval:** The ROE Quarterly report was submitted for Board approval. **Motion by Blankenship, second by Bishop to Approve the Regional Office of Education Quarterly Report. All in favor, motion carried.**
11. **County Trustee Resolutions to Convey Deeds -Approval:** Blankenship reported the Committee reviewed the list of 10 deeds to convey as a result of the recent County Trustee Surplus Sealed Bid Auction:
Motion by Blankenship, second by Beck to approve Resolution #06-12-001 to Convey the Deed to Parcel #01-33-406-004 to Mark E. Price as a result of the Trustee Tax Sale that was held in April 2012. All in favor, motion carried. (For Copy, see Resolution Book 12, page 110).
Motion by Blankenship, second by Merano to approve Resolution #06-12-002 to Convey the Deed to Parcel #10-33-281-017 to Gary J. Crainick as a result of the Trustee Tax Sale that was held in April 2012. All in favor, motion carried. (For Copy, see Resolution Book 12, page 111).

Motion by Blankenship, second by Komor to approve Resolution #06-12-003 to Convey the Deed to Parcel #12-22-402-018 to Paul Cullen as a result of the Trustee Tax Sale that was held in April 2012. All in favor, motion carried. (For Copy, see Resolution Book 12, page 112).

Motion by Blankenship, second by Branum to approve Resolution #06-12-004 to Convey the Deed to Parcel #13-06-329-002 to Patsy Beasley as a result of the Trustee Tax Sale that was held in April 2012. All in favor, motion carried. (For Copy, see Resolution Book 12, page 113).

Motion by Blankenship, second by Kuchar to approve Resolution #06-12-005 to Convey the Deed to Parcel #13-06-340-011 to Michael L. White as a result of the Trustee Tax Sale that was held in April 2012. All in favor, motion carried. (For Copy, see Resolution Book 12, page 114).

Motion by Blankenship, second by Durbin to approve Resolution #06-12-006 to Convey the Deed to Parcel #13-07-126-012 to Lori L. Joyce as a result of the Trustee Tax Sale that was held in April 2012. All in favor, motion carried. (For Copy, see Resolution Book 12, page 115).

Motion by Blankenship, second by Hitchings to approve Resolution #06-12-007 to Convey the Deed to Parcel #15-04-429-012 to Esther J. Sikorski as a result of the Trustee Tax Sale that was held in April 2012. All in favor, motion carried. (For Copy, see Resolution Book 12, page 116).

Motion by Blankenship, second by Miles to approve Resolution #06-12-008 to Convey the Deed to Parcel #16-11-251-006 to Kristin Webb as a result of the Trustee Tax Sale that was held in April 2012. All in favor, motion carried. (For Copy, see Resolution Book 12, page 117).

Motion by Blankenship, second by Merano to approve Resolution #06-12-009 to Convey the Deed to Parcel #20-22-377-018 to Joseph Eugene McCario as a result of the Trustee Tax Sale that was held in April 2012. All in favor, motion carried. (For Copy, see Resolution Book 12, page 118).

Motion by Blankenship, second by Bone to approve Resolution #06-12-010 to Convey the Deed to Parcel #21-19-355-009 to Donnellson Masonic Lodge #255 as a result of the Trustee Tax Sale that was held in April 2012. All in favor, motion carried. (For Copy, see Resolution Book 12, page 119).

Chairman Plunkett stated it is nice to get the parcels back on the tax rolls, and asked Treasurer Jenkins if these parcels are the last that were sold, and Jenkins responded affirmatively.

H.W.E. COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:

- 1. Elections/Precinct Consolidation Ordinance -Approval:** Durbin reported that County Clerk Leitheiser presented a proposal from Election System & Software for 6 Model 100 Precinct Scanners and 2 Automark ADA devices for a proposed price of \$29,370. Leitheiser also presented Election costs per vote in the amount of \$15.71 for the March 20th, 2012 General Primary Election. The committee reviewed the 2012/2014 Appointment of Election Judges and a report of the number of ballots per precinct. The committee also reviewed a report showing the registered voters by Precincts and an Ordinance for Boundary changes affecting six Montgomery County Precincts that was reviewed and approved by State's Attorney Matoush. Matoush stated statutorily precincts should not be over 800 registered voters. Matoush stated his advice is to not consolidate Precincts to a total over 800 registered voters per Precinct. Leitheiser stated the "human aspect" of consolidating 6 precincts to 3 precincts would be in East Fork where one Republican Committeeman would be displaced. With Nokomis 2 & 4, and Witt 1 & 2, there are no issues with displacing current precinct committeemen, since those four positions were not filled by election or appointment. Matoush stated the County Board is considering a fiscal savings which should be the basis for the

decision. County Clerk Leitheiser reported to the Full Board a cost savings of approximately \$2,000 every election after consolidating 6 precincts down to 3 precincts. Moore stated we should make it easier to vote, not have fewer deputy registrars, and stated he doesn't believe we should cut precincts and stated the registrars should get out and register voters. Kuchar agreed with Moore stating we have so few voters; we need to build the number of voters. Branum reported according to the count taken, many people don't vote in the Primary Election so Cost per Vote is higher, and this cost goes down when more voters vote at the General Election. Helgen reminded members that Mr. Rosenthal talked today about the State's financial problems and needing to save money and Helgen believes this would be a good place to start. He stated we should practice what we preach and save money by consolidating. Durbin stated according to current news from the State Budget, no funds were provided to fund Election Judges salary reimbursements, which makes cutting costs even more important. Graden asked about the savings and Leitheiser stated if we consolidate six precincts to three, it wouldn't change voter location but would save on Election Judges at \$135 each, with 5 judges per precincts, and 10 less ballot types. Moore stated if we want to save money on judges, then we should cluster Election Judges, and he doesn't see any reason to cut precincts. Hertel stated if you cluster Election Judges and don't reduce precincts you make it harder on the remaining Election Judges because of more different types of ballots they must track, and the reduction of precincts saves the most money. Hertel said years ago Raymond had over 800 voters and it worked well. Leitheiser stated after last month's meeting she confirmed with State's Attorney Matoush and he said not to exceed 800 registered voters should consolidation be considered by the County Board, and said she strives to encourage voter registration and participation. The outreach is there especially now with early voting and the absentee voting process and this practice will remain. Bathurst stated the committee has looked over different scenarios from both sides and this is a small step to save some money, and the next topic to be considered by the board will be clustering Election Judges which everyone agrees upon. This ordinance lets us save a little more money by consolidating precincts and reducing the total types of ballots. As an Election Judge herself, Bathurst stated it is nerve racking to potentially give a voter a wrong ballot and fewer types of ballots would lesson this confusion on Election Day. Hitchings asked why not make Raymond into two precincts and also any other precincts over 800 registered voters. He asked about County Board Districts lining up with precinct lines in Raymond precinct. Leitheiser said if this were done, the County Board would need to look lining up precincts and County Board Districts in other areas for consistency's sake, which would raise the Election costs in programming. Kuchar stated voters are entitled to representation, and said even if there is no precinct committeeperson in that slot now, there could be in the future. Durbin disagreed as he has been on the Board for 16 years and has walked into polling places and has seen judges sitting around, saying previously he and Leitheiser searched the County for handicapped accessible polling locations. Also, he stated Precinct Committeemen are having trouble finding Election Judges. Chairman Plunkett stated we can save about \$18,000 by clustering and not consolidating. If we consolidate, we would lose six elected officials. Even if there is only one precinct committeeman filling that position now, it will reduce the county by six potential registrars to put voters in the voting booth. Bathurst stated even after consolidation, there are still open Precinct Committee Representative slots available for representation. Hitchings has concerns about the decrease in population in the last 10 years, said that he understood Audubon decreasing, but didn't understand why Irving 1 & 2 lost their precincts. If Nokomis loses population in the next 2020 Census, Witt #1 could be added to the Nokomis County Board District. Can we try to match Board Districts with precincts? Hertel called for an end to the discussion and the vote to be taken. **Motion by Durbin, second by Helgen to Approve the Precinct Consolidation Ordinance. Roll Call Vote: Ayes - 13, Nays - 8. Those Voting Aye: Bathurst, Beck, Bishop, Deabenderfer, Durbin, Gasparich, Graden, Helgen, Hertel, Komor, Merano, Miles, Wendel. Those**

Voting Nay: Blankenship, Bone, Branum, Hitchings, Kuchar, Moore, Plunkett, Williams. Motion carried. (For copy of Ordinance, see Resolution Book 12, page 120).

2. **Cluster Election Judges –Approval:** County Clerk Leitheiser stated she talked to State’s Attorney Matoush and appreciated his help with this process. Clustering Election Judges would reduce the number of Election Judges where there are multiple precincts per polling place. This process should be seamless for the voters, who would be greeted by one cohesive team of judges rather than two or three teams. Precinct Committeemen would be asked to fill a fewer amount of slots for representation. Leitheiser explained the handout on Clustering Judges stating Primary and Consolidated Election judges would be reduced to 134 and General Election judges to 152. Some precincts would have 7 judges at General Election instead of 5. She stated she may need to add more judges per polling place during General Elections or for other reasons such as hotly contested races or public questions. Deabenderfer asked if the HWE Committee recommended Clustering Election Judges to the County Board, and Chairman Plunkett replied affirmatively. **Motion by Durbin, second by Bathurst to Cluster Election Judges. Roll Call Vote: Ayes - 16, Nays – 5. Those Voting Aye: Bathurst, Beck, Bishop, Bone, Deabenderfer, Durbin, Gasparich, Graden, Helgen, Hertel, Komor, Merano, Miles, Plunkett, Wendel, Williams. Those Voting Nay: Blankenship, Branum, Hitchings, Kuchar, Moore. Motion carried.**
3. **Recycling Program and Events:**
 - **Litchfield Recycling Facility Concrete Floor Replacement -Approval:** Durbin reported Pro-Built had the sub-contractor for the concrete get estimates on what was recommended by the Engineer hired by the insurance company to see how much the concrete repairs would cost. The Insurance Adjuster was finally able to look at the information sent to him and stated he would recommend going with the new slab instead of the recommended repairs. The new concrete slab was bid at \$25,622 and will be covered by the insurance company. Credit for amount to patch concrete is \$3,850. **Motion by Durbin, second by Kuchar to Approve the Replacement of the Litchfield Recycling Facility Concrete Floor in the amount of \$21,772. All in favor, motion carried.**
4. **Animal Control Facility and Program:**
 - **Part-time Position -Update:** Durbin reported a candidate was selected by Nancy Richardson and endorsed by the committee.
 - **Mobile Cat Adoption -Update:** Will take place on Saturday June 16th at TSC in Litchfield.
 - Durbin reported an Increase in Bite Cases reported so far this year.

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

1. **Prevailing Wage Ordinance #2012-08-Approval:** Kuchar reported the committee reviewed the Prevailing Wage Ordinance and recommends its passage. **Motion by Kuchar, second by Hitchings to Approve the Prevailing Wage Ordinance. All in favor, motion carried. (For Copy, see Resolution Book 12, page 121-129).**
2. **Addendum for Central Laborers’ Pension, Welfare and Annuity Funds Increase – Approval to Pay Highway Department Insurance Premiums as stated in Union Contract:** Kuchar reported that Engineer Smith stated that the current union contract states an amount which should not be exceeded for health insurance premiums. The contract states that the County portion should not be over \$5.25 per hour for insurance premiums. The committee discussed staying with what the Union contract stipulates as to what is to be paid on the insurance premiums. This has happened before in previous contracts and the County was unaware of those increases. The Highway employees have agreed to have the increase taken out of the 3rd paycheck in June. **Motion by Kuchar, second by Hitchings to Pay the Highway Department Insurance Premiums as stated in the Union Contract. All in favor, motion carried.**

3. **Harris Computer/Time Clock Quote and System Requirement -Update:** Kuchar reported the committee discussed the proposal from Harris Computer Systems for a time clock system on employees' computers. The committee felt that this was a very large expense and will look at another option using excel spreadsheets that can be updated in the offices. Kuchar stated the committee will need to look at the reports periodically and keep updated.
4. **Time Accrued on Paychecks -Update:** Kuchar reported the committee discussed and approved removing the time-off balances from employee paychecks since most offices are using excel spreadsheets to keep employee time-off. The committee discussed reviewing the time-off reports from the departments each quarter. The committee also discussed reviewing time-off when someone retires. Reports would be reviewed in March, June, September and the year-end report would be submitted by Treasurer Jenkins and reviewed in December. Chairman Plunkett stated the Treasurer has submitted the December 2011 report in the Board Members' packets today.
5. **Sheriff's Dept. Union Contract Negotiations with Local Laborers #773 -Update:** Kuchar reported the Mediation date has been scheduled for Monday, July 2nd at 4:00 p.m. in the PBC meeting room.
6. **Labor Local # 397 -Update: Report given by Vice-Chairman George Blankenship:** Blankenship reported the first meeting with Labor Local #397 was on Monday, May 21st, 2012. The Committee received three proposed contracts to review from the three new Unions. The next meeting date will be scheduled for either Monday June 25th or July 9th. The State's Attorney will review and a date will be set.

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

1. **Revised Montgomery County Subdivision Ordinance -Approval:** Branum reported Engineer Smith explained two Subdivision plat maps that will be included as "Samples" in the Subdivision Ordinance. Deabenderfer submitted some grammatical errors to be corrected. Helgen asked Engineer Smith if there is any chance to change the minimum requirement for Plat Act compliance from 5 acres down to 2.5 acres and he replied there was discussion with Asst. State's Attorney Wilson at the committee meeting but the committee did not choose to do so. **Motion by Branum, second by Deabenderfer to Approve the Montgomery County Subdivision Ordinance after Grammatical Corrections are completed. All in favor, motion carried. (For copy of Ordinance, see Resolution Book 12, pages 130-188).**
2. **Red Ball Trail Project -Update:** Engineer Smith stated to the committee that the Red Ball Trail Project came in at about \$1.2 Million, with EDC paying \$585,000 total. Contractors started on June 4th and the project is now under construction. It is up to the contractor to coordinate with the utility companies, and they are working on culvert issues so they can deal with communication phone poles first.
3. **Resolution #2012-06: Resolution to appropriate funds for 1097 B-CA Location, East 7th Road, Butler Grove Road District, 50% RD – 50% County Project -Approval:** Total cost is \$9,800. County's portion is \$4,900. **Motion by Branum, second by Graden to Approve Resolution #2012-06: to appropriate funds for 1097 B-CA Location, East 7th Road, Butler Grove Road District, 50% RD – 50% County Project. Total Project Cost is \$9,800. County's Portion is \$4,900. All in favor, motion carried. (See Resolution Book 12, pages 189-190).**

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

ANNOUNCEMENTS: Chairman Plunkett shared a letter from Illinois Environmental Protection Agency regarding the commending the performance of EPA Inspector Bill Gonet.

SCHEDULE CHANGES: Chairman Plunkett reported the following:

1. Mediation is Monday, July 2nd at 4:00 p.m. with Sheriff's Dept. Local Laborers #773.
2. The next Economic Development Committee meeting is June 27th instead of July 4th.
3. Special Finance Committee meeting to discuss levy proposals and IMRF fund information is scheduled for Monday, June 18th at 3:00 p.m.

APPOINTMENTS:

Motion by Helgen, second by Beck to Appoint Teresa Thiessen as Trustee to the Three County Public Water District Board for a term to begin immediately. All in favor, motion carried.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Bone, second by Miles to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 20, Against – 0, Absent – 0, 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 2012.

ADJOURN: Until the Full Board Meeting on Tuesday, July 10th, 2012 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois.

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

Meeting adjourned at 11:15 a.m.

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

**Montgomery County Board
Minutes**

For Tuesday, July 10th, 2012 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, July 10th, 2012 in the County Board Room, 2nd floor 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.

Attendance changed to 20 members present, 1 member absent upon two members' late arrival due to road construction.

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 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 Helgen to approve the Minutes of the Previously County Board Meeting held on Tuesday, June 12th, 2012. All in favor, motion carried.

CONSENT AGENDA:

1. **Chief Assessment Officer's Report** – Ray Durston was present for questions. Hertel thanked Durston for his prompt assistance in taking care of a tax bill issue on a building in Hillsboro.
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** – was submitted.
6. **Health Department Report** – Hugh Satterlee was present for questions and reported that the prebid meeting for the Health Department roof was held on July 9th and bids are due Tuesday, July 17th, which is also the same day as the Board of Health meeting.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – Sheriff Vazzi was present for questions.
10. **T.B. Department Report** – Sally Adams was present and reported there is now one newly active case of TB in the County, and last year there was one other case. She introduced Becky Durbin, the newly hired full-time TB Department nurse, and requested members to contact her for further information on T.B. Department services.
11. **V.A.C. Report** – Dave Strowmatt was present for questions.

APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA: Motion by Bishop, second by Graden 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. **CEFS Central Illinois Public Transit Monthly Progress Report -Update:** Chairman Plunkett asked members to look over the CEFS progress report enclosed in the Board packet and stated we will be furnishing these as we get them.

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

1. **Historic Courthouse Renovations -Update:** Bone reported the committee reviewed a summary of the Pay Applications for the Historic Courthouse Renovations. The original contract sum was \$889,400, and there have been \$32,598 in change orders for a total price of \$920,964. With subtracting the Elevator grant of \$100,000 and the HVAC Energy grant in the amount of \$140,633, the net project cost is \$680,331. There is a balance remaining of \$53,089. A meeting has been requested with Brent Lance and Schindler Elevator regarding timely maintenance on the elevator, and Lance has been reminded about the removal of the handicap ramp. Coordinator Daniels explained to the Full Board the spreadsheet showing total project cost and change orders, and reported that we have received the \$140,633 energy grant and the remaining \$33,000 on the elevator grant is approved, with the State sending payment in August. (For copy, see Resolution Book 12, pages 191-192).
2. **HVAC at Courthouse Complex-Update:** Bone reported Tom Baker of Hurst-Roche Engineers has been working on the issues with the HVAC at the New Courthouse, and an analysis of the HVAC unit will be performed by Carrier. Johnson Controls was here on Saturday, June 23rd to replace the high side access valves, and in order to replace the valves they had to remove all the Freon and store it. There was one valve on each of the 3 compressors that was replaced, and one of the heads on compressor #3 that has a leak was also replaced. Once the repairs were made, the Freon was put back in the system and the HVAC was back in service that evening. Bone stated \$21,000 has been spent on the HVAC system this year at the Courthouse Complex, and hopes the problem can be found. Treasurer Jenkins reported the County Court Fund budgets \$40,000 to the General Fund each year for building maintenance.
3. **Maintenance Issues and Report -Update:**
 - Bone reported a wall will be painted and a small area of flooring will be replaced located at the counter that was made handicap accessible in the Circuit Clerk's Office. The carpet in front of the elevator on the 1st floor of the Historic Courthouse will also be replaced.
4. **Committee Meeting Location -Update:** Bone reported the Committee decided to meet on the 2nd floor either the Conference Room or Board Room based on attendance.

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

1. **MCEDC -Update:** Hitchings reported that MCEDC Executive Committee meetings will be held on July 11th and October 2nd, 2012 at 4:15 p.m. on the 2nd floor of the Historic Courthouse.
2. **Oil & Chip Green Diamond Bike Trail -Update:** Oil & Chip will be done in July or August. Deabenderfer reported he received a call from boy scout Jason Williams of Farmersville who wants to work on an Eagle Scout Project by maintaining Green Diamond Trail, which would include sign and mile posts and brush clean up. Some brush has already been cleaned up by Rice Phillips and the community service workers. One of William's motivations is to get people in the area involved with the trail's upkeep, and another Eagle Scout has equipment to remove a beaver dam. Deabenderfer reported the Farmersville side of the trail is not in bad shape and the decision to wait until later to oil & chip that area was fine; however, the Waggoner end is not in as good of shape. Also, there is a 16 foot long by 6 inch wide hole near the bridge that could be dangerous for bicycles and hopes this will be filled from the oil & chip.
3. **Broadband Meeting -Update:** Hitchings reported Deabenderfer went to the meeting with Royell Internet Services of Virden, Illinois, who is the Internet provider who was awarded the Vince Demuzio Broadband initiative in Montgomery and Macoupin counties. Royell will start advertising their services in the County to promote their services.

4. **Committee Meeting Location -Update:** The committee decided to have their meetings in the Conference Room on the second floor of the Historic Courthouse.

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

Ambulance Call Reports:

A summary of monthly operations for **June 2012** will be given next month.

AMBULANCE REPORT:

1. **Collections -Update:** Moore reported Total Collections for **June** are **\$117,187.41**. (New System \$117,017.41, Old System \$170.00)

EMA:

1. **County Exercise -Update:** Moore reported there was a County-wide Training Exercise held in Litchfield on June 26th, 2012, and problems will get worked out in the future. There were some communication problems with StarCom 21 portable radios, and there will be an after action meeting in the near future. All planning and table top meetings regarding this exercise will need to be sent to IEMA with After Action Report.
2. **Generators & Cots -Update:** Moore reported Holmes sent a letter to Panama regarding a generator and cots and has not received a reply from the Village Clerk there yet. Holmes is working on expanding our shelter locations for emergencies.
3. **EM-Net -Update:** Moore reported the State of Illinois has stopped paying for weather notification, Amber Alerts, StarCom 21 backup, and other emergency messages. Cost per year is \$588.00. Director Holmes feels that this system is very informative and would like to keep the service. Gasparich asked Holmes to negotiate with EM-Net for the service cost. The Committee approved for Holmes to negotiate a cost up to \$350 per year for EM-Net. Diana reported to Full Board the State won't negotiate for \$350, but they have already paid for the third and fourth quarter, so EM-Net services with State of Illinois payment will continue at this time.
4. **Training Class -Update:** Moore reported we took part in a training class for new shelter location Latter Rain Ministries (LRM) last Thursday to explain NIMS and Incident Command. Moore stated we will provide cots and blankets to LRM for the shelter.
5. **Mitigation Grant Funding -Update:** IEMA has sent the final paperwork to be completed by Treasurer Jenkins office, but Director Holmes doesn't have the forms and will check with Mitigation Grant facilitator Greg Mashaud for guidance.
6. **Cooling Shelters -Update:** Moore reported Director Holmes has been checking weather service information daily and kept the County Cooling Shelters open until Monday, July 9th, 2012 due to the extreme weather conditions. Holmes will check with the Sheriff and Health Department to see if the county could use their vehicles to transport Senior Citizens needing transportation to a cooling center.
7. **FY2013 EMA Ambulance Budget -Update:** Moore reported the committee reviewed and discussed the FY2013 budget for office 085, and cut out several items. Moore stated EMA's budget is almost the same level as last year's budget and it's time for all county offices to cut budgets.

OTHER BUSINESS:

1. **Fireworks/Open Burning -Update:** Moore recommends that citizens follow the advice of the National Weather Service to curtail fireworks and open burning.

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

1. **SOA Report -Update:** Blankenship reported Supervisor of Assessments Durston stated that every ten years after the census data is compiled, by State law a township with less than 1,000 inhabitants shall not elect assessors for each township, but shall join a multi-township. Bois D'arc Township dropped under the 1000 population mark, therefore needs to be combined with

Harvel, Pitman, and Zanesville Townships. Durston must get this requested change to the State of Illinois by September 15th, contact Bois D'arc Township about this need and a Resolution must be passed by the County Board. The actual change would not take place until 2018.

2. **GIS Report -Update:** Blankenship reported that the 10 year period for a flyover is now expired. Mary Purcell has received proposals for a flyover as follows: Bruce Harris & Assoc. for \$97,600, Williams for \$61,700, and AeroCon Photogrammetric Services for \$99,660. Blankenship hopes to trim down the price.
3. **Revolving Loan Fund -Update:** Blankenship reported one client is in bankruptcy and a court case is still pending. The other two clients are paying monthly.
4. **TB Department Budget -Update:** Blankenship stated that TB Department representative Sally Adams has already given her report, and there have been some employee changes at the TB office. The part-time nurse left and they hired a full-time nurse who transferred from the Health Department and now needs benefits, which will require a larger budget.
5. **Consociates at the July Personnel Committee Meeting to discuss Employee Health Insurance Premiums -Update:** Blankenship reported a health premium increase will take place on January 1st, 2013 and the last increase was 2006 and it was 5%, and the increase prior to that was in 2003. The committee discussed increasing the monthly amount to all employees equally. Treasurer Jenkins stated that Steve Spinner will report on the Obama Care Health reform issues and how it affects the County at the next Personnel Committee meeting.
6. **Video Gaming Ordinance -Approval:** Blankenship reported that a Question & Answer pamphlet pertaining to Video Gaming was handed out at the June Board meeting to review for one month. County Clerk Leitheiser reported that current County Liquor License holder Indian Springs Golf Course is planning on getting Video Game machines. The Board needs to decide on whether to allow or prohibit video gaming. The municipalities that allow video gaming are: Hillsboro, Irving, Litchfield, Taylor Springs, and Witt. Those prohibiting are Coffeen and Panama. All other municipalities in the county are silent on this issue. Chairman Plunkett asked if ATM machines could be prohibited where there are gambling machines. Clerk Leitheiser reported since inquiry was brought up the day before at the Finance Committee meeting, she notified Assistant State's Attorney Wilson, and she has not had enough time to find the answer to this question. Chairman Plunkett stated Illinois will gain revenue from gaming and there are three options for the Board to decide: #1. Do nothing and Video Gaming will still come in and we don't share the revenue. #2. Allow video gaming and share in the revenue. #3. Prohibit video gaming. Gasparich referred to Litchfield City Administrator Ritchie who was in the audience for any comments the city has had since Litchfield has allowed gaming. Ritchie stated this was an emotional topic with strong opinions for and against video gaming, but was passed by their counsel and is now tied into their liquor license. No research was done on what revenue will be coming in, but Ritchie offered to check into this and report back. Plunkett stated Taylorville has allowed video gaming and also may have this information. Hertel reported the County would get 1/6 of 30% (5%). Williams stated there is also revenue from licensing. Leitheiser reported Hillsboro has an annual fee per machine of \$25 and Litchfield is \$50. There are currently seven facilities with liquor licenses in unincorporated areas and potentially more businesses in the future that could wish to have video gaming. Kuchar stated we are doing a service to the citizens by banning the machines and not allowing the opportunity to be tempted. Gasparich reported these businesses have to jump through a lot of hoops to get these machines as it is very heavily regulated by the State. One disadvantage to small vendors who install these machines has been that some have gone out of business due to their costs exceeding revenue. He stated if cities allow video gaming and the County doesn't, businesses in the unincorporated area will also be at a disadvantage. Durbin reported UCCI discussions included much regulations and little revenue to gain from

gaming and they recommended not going with video gaming. Graden stated we need to support our small businesses, because if we don't, people will drive somewhere else and video game. Helgen reported the State keeps close tabs on the machines to monitor them. Hertel reported on a prior bill introduced by the late State Senator Vince Demuzio that sought to prohibit ATM machines near gaming devices that didn't get out of committee. He stated we cannot stop video gaming, but he would like to have a ban on ATM's in the same location. Treasurer Jenkins asked the difference between gambling and gaming and Plunkett replied there is none. Planning Commissioner Tobin Ott who in attendance at the meeting reported the Hillsboro Moose Lodge is bringing back gaming machines and have spent \$1,000 on attorney fees to verify paperwork to complete State inspection, which includes fingerprinting. Moore asked about the State's response to ATM's and how this could affect video gaming applications if we keep ATMs out. Plunkett replied that some Board members have brought up restricting ATMs, but we don't know if it can be done. Gasparich reported some businesses have ATMs onsite because they do not accept debit or credit cards, and cited The Depot in Nokomis as such a business. Gasparich stated that if you limit ATMs, it would hurt businesses. He stated gaming will occur and we cannot legislate morality or common sense, but we can regulate how business is done and we do not want to keep them from doing business. Chairman Plunkett reported video gaming has been operating in our County illegally, but the State now says they might as well get the revenue from these businesses and not put businesses in a competitive disadvantage. Bathurst stated her family has personally been touched by compulsive gambling, which destroys lives and will not vote to allow it.

Motion by Kuchar, second by Hitchings to Prohibit Video Gaming in the Unincorporated Areas of Montgomery County. Roll Call Vote: Ayes - 7, Nays - 13. *Those Voting Aye:* Bathurst, Deabenderfer, Helgen, Hitchings, Kuchar, Merano, Plunkett. *Those Voting Nay:* Beck, Bishop, Blankenship, Bone, Branum, Durbin, Gasparich, Graden, Hertel, Miles, Moore, Wendel, Williams. *Those Absent:* Komor. Motion failed.

Motion by Gasparich, second by Graden to Allow Video Gaming in the Unincorporated Areas of Montgomery County. Hertel asked if the motion for allowance could also prohibit ATM machines located next to gaming machines since he could not vote to allow it if it doesn't, and Gasparich replied no. **Roll Call Vote: Ayes - 12, Nays - 8. *Those Voting Aye:* Beck, Bishop, Blankenship, Bone, Branum, Durbin, Gasparich, Graden, Miles, Moore, Wendel, Williams. *Those Voting Nay:* Bathurst, Deabenderfer, Helgen, Hertel, Hitchings, Kuchar, Merano, Plunkett. *Those Absent:* Komor. Motion carried.** Chairman Plunkett stated the Finance Committee will plan to have an ordinance ready next month.

7. **Job Study with U of I Extension -Update:** Blankenship reported there are some offices that still need to turn in job descriptions and organizational charts, and Blankenship will call them for their job descriptions.
8. **FY2013 Budget and Hearing Schedule & Financial Reports -Update:** Blankenship reported that Budget Hearings are Wednesday, July 25th, Friday, July 27th, and Monday, July 30th at 8:00 a.m. in the County Board Room and encouraged members to attend. The committee also discussed reports showing 911 revenue and expenses. Gasparich stated we need to make a legitimate effort to flat line budgets or cut spending since we don't know what coal mine revenue will be and we should use funds to enhance programs not for daily operating expenses. He said his comment is not intended to be negative to the efforts of the County Board or Finance Committee in the past budgeting process, but asks that office holders be fiscally prudent in presenting their budgets this year. Deabenderfer asked Gasparich when the county has not been fiscally prudent, and Gasparich stated the EMA budget was cut because it has increased quite a bit over the last two years. Gasparich stated he thinks we can still cut budgets especially given employee expectations on raises. Chairman Plunkett stated it's a good practice for all committees to look at the budgets for the offices which report to their committee. He stated the three budget hearings are very important meetings and offered to members that their attendance at one of the three Budget Hearing meetings will be per diem

allowable to encourage their participation. At Budget Hearings, the Finance Committee looks at every item in every budget and Plunkett encouraged members to attend and see what the Finance Committee goes through. Miles asked about a schedule for the hearings and it was distributed to members. Treasurer Jenkins reported he supplies many documents to the Finance Committee for budget hearings which is too much to copy for others attending the hearings. Plunkett stated we can have one hard copy set available and could also use an overhead projector screen. Gasparich stated he wasn't pointing fingers at any Board member involved in the budgeting process, but is stating we need to know that we have a set amount of funds that go in and out, and be conscientious in how funds are spent. Deabenderfer stated most coal money has been going to capital improvement needs. Hertel stated we are spending coal money on day to day expenses and we are also borrowing from the General Fund for IMRF, Social Security and Liability Insurance. He said we do have a problem as we have never raised the levy over 105% of the prior year's levy to cover the cost of borrowing to pay for IMRF, Social Security and Liability and will end up borrowing money from ourselves. He said by doing this, we will borrow more than we collect in taxes for the County Corporate General Fund. Deabenderfer stated this is not actual money but actuary accounts, and there is confusion on obligations. Deabenderfer stated it is true that we are borrowing for IMRF and we are obligated to pay it but don't have to right now. Deabenderfer also stated if we are using coal money on day to day operations, he would like to see it. Treasurer Jenkins stated that Capital Improvements are expenses, and we have not spent one dime of coal revenue money except the \$50,000 contractual obligation with the coal mine. He stated we have spent \$6 Million since 2004 from coal rights sale revenues on Capital Improvements and his office can show where every dollar has gone. Jenkins stated that General Fund Health Insurance costs are now over \$1 million. When an employee has a Health Insurance claim, the County pays the first \$50,000 on each employee, but overall we have a good program. Jenkins stated that the main cost to coal mine revenue is pay raises and health insurance. Chairman Plunkett reported Jenkins has several charts that provide helpful budget information. Hertel appreciated that Plunkett has allowed per diem for Board members to attend a Budget Hearing meeting, and encouraged all to do so.

9. **Truth in Taxation Discussion -Update:** Blankenship stated we need to complete the budget hearings first and get preliminary figures to see how much is needed to levy and to determine if we need to have a hearing.
10. **Special Finance Meeting Date -Update:** Blankenship reported the committee will invite the IMRF Representative to their next regular Finance Committee meeting on August 13th to discuss pensions and IMRF plans for County employees. Treasurer Jenkins reported he has contacted the IMRF Rep and she will be here.
11. **Committee Meeting Location -Update:** Blankenship reported the committee decided to meet in the County Board Room of the Historic Courthouse each month.

H.W.E. COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:

1. **Polling Place Changes - Approval:** Durbin reported that County Clerk Leitheiser shared a current list and a proposed list of Montgomery County Precincts and Polling Places and stated to save purchasing two M100 Tabulators for a total of \$7,200; the county board can consider eliminating two Polling Places. The changes would be as follows: N. Litchfield 2, 3, 5 & 6 would vote at the First Baptist Church at the east entrance only and the west entrance of that same building would be eliminated. S. Litchfield 2 & 3 that currently votes at Faith Lutheran Church would instead vote with S. Litchfield 1 & 4 Precincts at the Litchfield Community Center, which is near this facility and also located on State Street. Leitheiser stated that more voting booths would be added so voters should not have to wait in line for a booth. Kuchar, who is also South Litchfield Township Supervisor, stated she is in favor of the South Litchfield Township change, that this would not be a problem in S. Litchfield Township and would save money. **Motion by Durbin, second by Beck to Eliminate the Polling Place at Faith**

Lutheran Church and have all South Litchfield Township Voters vote at the Litchfield Community Center. All in favor, motion carried.

Leitheiser reported there are currently two polling places at the First Baptist Church in Litchfield. **Motion by Durbin, second by Helgen to Eliminate Voting at the west entrance of the First Baptist Church in Litchfield and have all North Litchfield 2, 3, 5 & 6 Voters vote at the east entrance of the First Baptist Church in Litchfield. All in favor, motion carried.**

2. **M100 and Automark Tabulators Purchase -Approval:** Durbin reported that Leitheiser can now purchase 2 less Model 100 Tabulators by the elimination of two polling places in Litchfield. Moore asked how many machines will be purchased and Leitheiser stated four instead of six and said with time, eventually all machines will have to be replaced and the old ones are used for parts. **Motion by Durbin, second by Bishop to Approve the Purchase of Four Model 100 and Automarks from Election Systems & Software for a Cost Not to Exceed \$23,310. All in favor, motion carried.**
3. **Election Judge Commission -Approval:** Durbin reported Leitheiser has made contact with county Precinct Committee representatives and Party Chairman representatives, and Election Judges have been approved by the two established Parties. **Motion by Durbin, second by Hitchings to Approve the List of Election Judges for the next two years. All in favor, motion carried.**
4. **Workers Compensation Insurance -Update:** Durbin reported that Affiliated Insurance Agencies President Jeff Weis congratulated Montgomery County for only one workers compensation claim in the last six months. Also, Workers Compensation Insurance representative Jim Patino completed his initial loss control visit and indicated that the County has most of the basic loss control procedures in place. He has a follow up visit scheduled for July 11th, 2012 at the Sheriff Department, Recycling Center and Highway Department.
5. **Recycling Program and Events:**
 - **Litchfield Recycling Facility -Update:** Durbin reported so far they have been able to tear out the old concrete at the Recycling Facility site and cart it away, unfortunately they are working on other projects and the heat has set things back. They are looking to start in another week according to the contractor, Pro-Built.
 - **Camera Installation -Update:** Durbin reported Slavings has a price of \$3,315 for cameras at the Litchfield and Hillsboro Recycling Facilities. Bathurst asked that Lutz get a price for only the Litchfield Facility, and decisions will be made after construction.
 - **Open and Close Litchfield Drop Shed -Update:** Durbin reported that the Litchfield Police Department will open the Litchfield Drop off shed at 5:30 a.m. and will close it at 9:30 p.m. year round.
6. **EPA Report -Update:** Durbin reported that County EPA Inspector Gonet handed out the list of open dumps and reported that the grant paperwork is in the mail. Also, the Litchfield landfill is working on its new cell, and Gonet will take over the inspection of the CIPS landfill due to an ILEPA inspector retiring. The committee discussed the Bishop Landfill issues and the Eagle Zinc cleanup plans. The Bishop Landfill continues to have leachate problems. Lastly, it was reported that the IEPA grant has been signed by the Chairman and attested by the County Clerk and sent to the State.
7. **Animal Control Facility and Program:**
 - **Animal Control Intake Summary -Update:** Durbin reported that June was a good adoption month.
 - **Revenues & Expenses -Update:** Electric bill was higher due to air conditioning during these extreme weather conditions.
 - There have been a lot of calls for dogs with no water or shelter from the heat.
 - Durbin reported Warehams Security came on Friday, July 6th for a panic system.

- Durbin reported Richardson talked to Undersheriff Robbins about a K-9 unit vehicle that will be available in December and the trade in value is about \$8,000. Richardson looked at the SUV K-9 vehicle and stated that it should work out okay for Animal Control use. The trade in value will not be put in the Animal Control budget both the Sheriff Department and Animal Control are in the General Fund.

8. **Committee Meeting Location -Update:** Durbin reported the committee decided to stay in the Conference room of the Historic Courthouse for their future meetings.

Deabenderfer asked Leitheiser about the first date to vote for the November 6th, 2012 General Election and Leitheiser replied voting will begin on September 27th, 2012.

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

1. **Sheriff's Dept. Union Contract Negotiations with Local Laborers #773 -Update:** Kuchar reported the Committee went into Executive Session. The first mediation meeting was July 2nd. The next meeting is scheduled for Monday, July 16th at 5:00 p.m. in the PBC meeting room.
2. **Committee Meeting Location -Update:** Kuchar reported the Committee wants to meet in the County Board room of the Historic Courthouse for their future meetings.
3. **Labor Local # 397 -Update: (Report Given by Vice Chairman George Blankenship)** Blankenship reported the 2nd meeting was last night Monday, July 9th, and stated it was a cordial meeting and much was accomplished. The 3rd meeting will be on Tuesday, July 24th at 5:00 p.m. in the PBC room.

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

1. **Resolution #2012-07: Resolution to appropriate funds for 1098 B-CA, Multiple County Highway Locations, 100% County Project -Approval:** Branum reported #2012-07 includes Waggoner Ave., Goby Tr., Harvel Rd., North Rd., Nokomis-Fillmore Rd., Witt Rd. South. **Motion by Branum, second by Williams to Approve Resolution #2012-07: Resolution to appropriate funds for 1098 B-CA, Multiple County Highway Locations, 100% County Project. Total cost is \$23,250.00. All in favor, motion carried. (For copy, see Resolution Book 12, pages 193-205).**
2. **Red Ball Trail Project -Update:** Branum reported that Engineer Smith stated the Project is going well and is approximately one week ahead of schedule, and the road has been milled. There will be 4.5 inches of concrete put down.
3. **County & Township Bridge Inspections -Update:** Branum reported a consultant was hired in the past to inspect the County and Township bridges. Engineer Smith and Assistant Engineer Sefton are both now certified to inspect the bridges, and Smith reported that discussions took place in the past with the Finance Committee as to possibly charging fees to the townships to inspect their bridges. Smith stated that a new bridge must be inspected every four years, and the other bridges must be inspected according to age and condition, with most bridges needing inspected every two years; however there are a few bridges that must be inspected every 3-6 months. Inspections take about ½ to 1 hour to complete, and then paperwork must be completed at the office. McDonough-Whitlow was hired by the County in the past, and the County paid for all the inspections. Currently, there are 49 county bridges and 153 township bridges in Montgomery County. The committee discussed whether the townships should be paying the County to inspect their bridges, and it was agreed that townships don't have much money. The County would save about \$30,000 per year by inspecting the bridges ourselves and the committee decided to keep inspecting all the bridges without charging the townships. Hertel stated that he appreciates the engineers who went to training and will now save the County \$30,000 per year.

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

ANNOUNCEMENTS: Chairman Plunkett announced there are many who are active in doing volunteer work in our community, but Andy Ritchie, who was in the audience, went above and beyond to support his cause by pedaling his bicycle 2,500 miles to help build the Litchfield Museum and Rt. 66 Welcome Center. Andy Ritchie shared his bike trip experience with the Board and stated contributions are coming in from many supporters as they continue to raise money for construction. He began his trip across Rt. 66 in California on May 6th, went 2,402 miles through eight states, and arrived in Chicago on June 10th, and stated it was a richly rewarding and successful experience.

Gasparich thanked Probation staff Bane Ulrici and Rice Phillips for their help with the Nokomis Homecoming.

Hertel asked that members review the 2012 Legislative Report handed out as part of the members' packet information.

SCHEDULE CHANGES: Chairman Plunkett reported the following:

1. Mediation is Monday, July 16th at 5:00 p.m. with Sheriff's Dept. Local Laborers #773.
2. Meeting with Union Local 397 scheduled for Tuesday, July 24th, at 5:00 pm in the PBC room.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Bishop, second by Bone to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 19, Against – 0, Absent – 0, Abstain -1 (Moore). Motion carried.
2. Motion by Blankenship, 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 2012.

ADJOURN: Until the Full Board Meeting on Tuesday, August 14th, 2012 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois.

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

Meeting adjourned at 10:00 a.m.

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

**Montgomery County Board
Minutes**

For Tuesday, August 14th, 2012 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, August 14th, 2012 in the County Board Room, 2nd floor 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 Miles, second by Bathurst to approve the mileage and per diem. All in favor, motion carried.

Newly crowned 2012 Miss Montgomery County Fair Queen Sunny Lentz introduced herself to the Board stating she has been traveling around Illinois and is excited to represent Montgomery County. She will be competing in the Illinois state finals in January, and she hopes to complete a degree in education and teach in the Hillsboro School District in the future. Chairman Plunkett wished her best of luck and congratulations.

Approval of Minutes of Previous County Board Meeting:

Motion by Hertel, second by Wendel to approve the Minutes of the Previously County Board Meeting held on Tuesday, July 10th, 2012. 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 of new Precinct and County Board District maps and a new price list for them. She thanked GIS Coordinator Mary Purcell for her assistance on the project and welcomed input from members on the products.
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 and reported the roof replacement at the Health Department has started, and with the cost around \$90,000, they do not anticipate borrowing money from the County.
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 Williams, 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. ROE Superintendent Marchelle Kassebaum Introduces New Assistant Superintendent Greg Patrick -Update:** Regional Office of Education Superintendent Marchelle Kassebaum addressed the Board and introduced the new ROE Assistant Superintendent Greg Patrick of Christian County. She reported he has taught at the high school level and has administrative experience at secondary and elementary levels and she looks forward to his expertise in the position. Patrick responded by saying he is blessed to have this opportunity and has had an interesting journey working in the ROE office for the past two months.
- 2. Realignment of Regional Offices of Education -Update:** Marchelle Kassebaum presented a letter to Chairman Plunkett from the Illinois Association of Regional Superintendents of Schools Committee for ROE Boundary Realignment regarding their procedures over the next months. She will keep the Board informed with developments which should not affect Montgomery and Christian counties with their combined population above 61,000. **(For copy of letter, see Resolution Book 12, pages 206-207).**
- 3. CEFS Central Illinois Public Transit Monthly Progress Report -Update:** Copy was enclosed in the Board packets.

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

- 1. Montgomery County Water Company Office -Update:** Bone reported that the committee discussed the decisions of the Montgomery County Water Company to move its billing operations out of the basement office of the Historic Courthouse as of January, 2013. The committee discussed and approved the need to allocate two thirds of this area for Early and ADA Voting as was discussed earlier last year before the courthouse renovations, as well as designating the remaining third as a County Board Archive room. The basement office located in the northwest corner of the Historic Courthouse is adjacent to the handicap entrance which would be a huge benefit for both voters with special needs or those who choose to vote early. About one third of the room could be walled off with a separate locked door entrance to make a storage area for a County Board Archive room for filing cabinets with historic and sensitive County Board related documents. The County Clerk's Office and the Coordinated Services Office could then place these County Board related documents in that area and have secured access to this room, which would free up some storage space in the County Clerk's Office and current Coordinator's Storage area for Building and Grounds Maintenance materials. Clerk Leitheiser asked the committee if the Water Company was going to need any part of the area after January for a drop box payment location, and Chairman Plunkett replied that they should not require any space after the first of the year. Clerk Leitheiser reported to the committee that Early voting will start on September 27th, 2012 and there is a need to at least locate the Automark Marking Device in that area to be ADA compliant. The office would also need to have a floor-to-ceiling wall built between the two areas for security purposes and two new heavier doors installed. Clerk Leitheiser also requested installing two security cameras in the area- one at the entrance and the other for the tabulators. Clerk Leitheiser and Coordinator Daniels will begin getting prices for the rooms' renovations for the next Building & Grounds Committee meeting. Bone reported the County Clerk's office has been getting by with their space within the office during voting, but it is very crowded. He stated now is the time to designate this basement area for early voting and asked for input from members. Hertel responded that this should have been done long ago and asked if there was handicapped parking. Bone replied affirmatively. No other discussion was held.

2. **HVAC at Courts Complex -Update:** Bone reported that Carrier Commercial Service and Tom Baker of Hurst-Rosche should be on site today to review the HVAC system at the Courthouse Complex.
3. **Maintenance Issues and Report -Update:** Bone reported the following:
 - **Fire Alarm System at Annex Building:** Bill Purcell contacted Wareham's Security to monitor the Fire Alarm system at the Annex Building.
 - **Leak at Annex Building:** Western Waterproofing looked at it, but no word yet. Bone has contacted Hurst Rosche Representative Brent Lance.
 - **Lights on after hours in County Buildings:** The committee approved that a memo be sent out to all offices to suggest shutting lights off in all offices and storage areas to conserve energy and costs.
 - **Bondurant Plumbing Proposal:** Committee approved a proposal for \$920.32 from Bondurant Plumbing to replace a cast iron Sewer Pipe in Historic Basement.
 - **Media Archive room:** This room on 3rd floor is almost done painted by maintenance staff.
4. **Historic Courthouse Renovations Change Orders -Approval:** Bone reported the committee discussed three change orders that were approved and submitted from Hurst-Rosche Engineers. **Motion by Bone, second by Bishop to Approve Historic Courthouse Renovations Change Orders #11, #13, and #14 in the Amount of \$5,763.62. Voice Vote: Majority of Yays heard, No by Miles. Motion carried.**
5. **Historic Picture Donated from Roy Wilson -Update:** Bone reported Roy Wilson is donating a historic picture from the late Cecil Price's collection of a road construction crew working on Route 127 in 1927. The committee discussed hanging it in the glass case on the 1st floor of the Historic Courthouse, and Bone thanked Wilson for his donation.
6. **CMS Resolution to Purchase Surplus Property -Approval:** Bone reported the committee discussed the renewal of the resolution for the Coordinated Services Office to purchase items at the State and Federal Surplus warehouse in Springfield. Coordinated Daniels had invited other departments to be included on the application with a designated person approved to make the purchase. The committee shared some concerns of letting other organizations use the County Accounts because we couldn't control the purchases and how the items would be used. Any County Office using this account would need to give the Coordinated Services Office a copy of the receipt for all items purchased from CMS. **Motion by Bone, second by Gasparich to Approve the CMS Resolution to Purchase Surplus Property. All in favor, motion carried. All in favor, motion carried. (See Resolution Book 12, page 208).**
7. **Schedule Fire Alarm Drill -Update:** Bone reported the fire drill will be scheduled between September 12th and September 27th, 2012. Gasparich asked Bone if Wareham's Security makes their first call to 911 before notifying the vendor of the alarm and Bone replied affirmatively.

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

1. **Introduce MCEDC Executive Director Erika Kennett to Full Board -Update:** Deabenderfer introduced MCEDC Executive Director Erika Kennett to the Full Board. Deabenderfer stated it is important to have someone who is readily identified for Economic Development purposes and Kennett is that point of contact and does a fine job. Kennett reported she has ten years' experience and a master's degree in public administration. She stated she has workforce development issues to uncover in Montgomery County, such as why jobs are available but the County still has a high unemployment rate. Also, she will attend a meeting regarding the IL Fresh Food Fund Initiative that connects grocery stores with underserved areas where the Illinois Farm Bureau is invited. Kennett works Tuesdays and

Wednesdays at the Courthouse in the Chairman's office behind the Board room and stated she will try to be in the office as much as possible.

2. **Oil & Chip Green Diamond Bike Trail -Update:** Deabenderfer reported that the Highway Department employees used their equipment to cut overhanging branches on the trail so that Pitman Township can do the oil and chip in the next month or two. Also, a Boy Scout wants to work on the trail for his Eagle Scout badge. Probation staff person Rice Phillips and the community service workers did some work before on the trail and will come back and hand brush any remaining debris off the trail. Deabenderfer stated he doesn't know if the County will oil & chip in the future since the cost is high.
3. **Arches Trail Memo from Mark Joy -Update:** Deabenderfer reported that the Committee reviewed a memo from Mark Joy regarding the items needed for the Arches Trail. Joy explained that it would cost about \$600 to \$700 for three gates and about 60 feet of fencing, locks and posts. Deabenderfer asked at budget hearings that the money be put in the Budget and it has. NAGS will maintain the trail.
4. **City Wide Clean Up Program -Update:** Deabenderfer stated during the budget hearings it was reported that there is only a balance of about \$897 in the fund for the City Wide Clean-up Program. This program was funded by the sale of delinquent property which is now handled through a different County Trustee. The committee discussed that the Finance Committee decided to stop funding the program when the funds run out as was the original intent when the program was set up. A letter will be sent out to all the municipalities from the Finance Committee to advise them on this issue. Deabenderfer stated that hopefully we will find another source of revenue for this service. Graden asked what municipalities are affected and Deabenderfer replied this change will apply to all municipalities in Montgomery County.
5. **Enterprise Zone Extension Legislation -Update:** Deabenderfer reported that on Tuesday, August 7th, 2012 Governor Quinn signed SB 3616 that extends the Enterprise Zone up to 25 years. He stated that restrictions from Attorney General Madigan have been overcome. Deabenderfer reported that the County extended our Enterprise Zone two years ago. Our current expiration date is February 28th, 2020.

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

Ambulance Call Reports:

A summary of monthly operations for *June 2012* is as follows:

Total calls: 338 Total amount billed: \$108,943.80 Amount collected: \$117,187.41

A summary of monthly operations for *July 2012* is as follows:

Total calls: 354 Total amount billed: \$207,901.60 Amount collected: \$112,957.92

AMBULANCE REPORT:

1. **Collections:** Moore reported Total Collections for **July** are **\$112,957.92** (Old System \$491.90, New System \$112,466.02)

EMA:

1. **Regional Meeting –August 3rd -Update:** Moore reported that all requirements for County EMA have been completed. (63 hours of training). The NIMS Cast Roll-Up completed, and the EOP completed July 2011, with the next revision due July 2013. All eleven on-line training classes are completed.
2. **Deer Run Mine Safety Plans Confidential -Update:** Moore reported there have been requests for Safety plans for the Coal Mine, but IDNR has specified that we cannot give that information out to the public. According to the County FOIA Officer Assistant State's Attorney Wilson, we cannot give that information under FOIA. Chairman Plunkett suggested to the committee that this information be sent in a FOIA Request and given to Wilson to deny.

3. **Generators/Shelter -Update:** Moore reported that Farmersville, Butler, and Latter Rain Ministries in Litchfield will be getting generators. The Butler Homecoming Committee contacted Director Holmes and said they have a secure place for a generator and the Community Center could be used for a shelter. Holmes will contact the Butler Homecoming Committee to pursue adding the Butler Community Center as an emergency shelter.
4. **Bus Accident - August 2nd -Update:** Moore reported that everyone did a fabulous job and everything that was needed was received quickly. He stated that an excellent job was done by State, County, City, Church and Community. Special mention was given on the following:
 - Chief Quint and Montgomery County Sheriff's Office Dispatch Center was commended. Per Hitchings, IDOT Traffic Safety commended Fire Chief Quint on an excellent job.
 - Request for 32 Ambulances met.
 - Request for 10 Medic Helicopters met. IL State Police enforced a no fly zone so that Emergency Helicopters could land and take off.
 - Request for Rescue Squads (4) met.
 - Request for reception area in city of Litchfield met. (Some area ambulance EMS units went to reception area and did a second triage and transported people to St. Francis if they wanted to be checked out.)
 - Assistance from Red Cross was met.
 - All area hospitals were able to take patients as needed – St. Francis, Hillsboro, Carlinville, Staunton, St. Louis area, Memorial and St. Johns in Springfield.
 - Wal-Mart sent items and food, Girl and Boy Scouts and Local churches helped.
 - ISP is in charge of investigation with help from NTSB if needed.
 - Litchfield City Administrator Andy Ritchie was present and stated that it would have been helpful to have the Emergency Numbers for all the surrounding areas. Holmes will get Ritchie this information.
 - Holmes will get a list of Language Translators and put the information into the Emergency Operation Plan.

Helgen reported his property was next to the accident and he saw firsthand how everything done couldn't have gone much better. He was really impressed that everyone knew what they were doing and it was apparent that their training prepared them as all went into motion. Moore stated we will keep training and when something happens we will know exactly what to do. Hertel stated that combining 911 with the Sheriff's Dispatch helped, since this allowed four telecommunicators on duty instead of one as was in the past.

5. **Burn Ban Order:** Holmes asked the committee if we should keep the Burn Ban in place or lift the order. The committee discussed leaving it as is.

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

1. **GIS Report -Approval:** Blankenship reported that Mary Purcell presented a revised GIS data fee schedule to the committee. **Motion by Blankenship, second by Hitchings to Approve the Revised GIS Fee Schedule. All in favor, motion carried. (For copy, see Resolution Book 12, page 209).**
2. **Revolving Loan Fund -Update:** Blankenship reported two of the three businesses receiving revolving loans are making on-time payments, and the other business is in bankruptcy.
3. **Raymond/Harvel Ambulance Service Tax Levy -Update:** Blankenship reported Julie Rosenthal from the Raymond/Harvel Ambulance Service presented information to request an increase in their tax levy.

4. **IMRF Representative -Update:** Blankenship reported that IMRF Representative Mandy Beedie was present at the committee with reports on the status of the County IMRF funds. IMRF balances were reported for the Regular, SLEP, and ECO Retirement Funds. Beedie explained to the committee that effective February 2012, a new Bill passed for an Accelerated Payment Plan. IMRF has to make assumptions based on 3% raises, age and when an employee will retire. This law states that if an employee's salary increases by more than 6% or \$5,000 in any given time in the 4 years prior to their retirement, IMRF will bill the employer for that amount. This includes paid sick time and if any vacation is on the books. Blankenship reported this payment must be paid in lump sum to IMRF so that 7.5% interest is not charged, and if not paid in a timely manner jumps to 12% interest. The only exemption from not getting billed from IMRF is for employees in Union contracts. Blankenship reported we will try to find money in the Budget to supplement these areas.
5. **FY2013 Budget and Levy Discussion -Update:** Blankenship reported discussion was held at the Committee on the Sheriff and 911 Budget, Recycling, and Employee Health Insurance. Information spreadsheets presented by Treasurer Jenkins show proposed plan increases to deductible and co pays plus proposed 1% to 5% increases in premiums. Blankenship reported no decisions have been made. The committee approved that Blankenship advise the Personnel Committee on the Proposed Employee Health Insurance Increases. Hertel began discussion with concerns about the County budget. He stated we have \$7 Million in expenses and are collecting \$6 Million in taxes, fees and fines which is a difference of \$1 Million. We have \$800,000 in Reserves in the bank which is from coal money. In the past, we had \$2 Million in the bank. If we do not get coal money, next year we will have a deficit and our bank account will be down to \$0, and we will have to use coal revenue to keep our doors open. We are not collecting enough money to pay the bills the way we used to, and Hertel stated we have to be tight on our budget for the next two years and will have to toe the line on expenses with the money we have and do no new hiring, etc. Hertel stated we need to have a plan in place. He referred to the chart that the Treasurer Jenkins gave to members and stated \$2 Million has been spent on daily operations, and said if we receive royalties from coal mine sales that would be wonderful, but we also have a looming IMRF debt. **(For Copy of Chart referenced, see Resolution Book 12, page 210).** We will probably have to borrow money from the bank and we won't want to pay 12% interest. He said he hopes no one retires soon. Bathurst stated we hear from people throughout the County who think the County is stashing money because of the coal mine, and said there is no stash of money sitting around that people think we are keeping from them. Deabenderfer stated there are some figures in dispute and asked Bathurst and Hertel if they are asking for a tax increase for the IMRF burden and stated we need to have this discussion in the Finance Committee meeting. Hertel replied no, he is not in support of raising taxes with the state of our economy, but is advocating tightening up our belt and suffering through in hopes that the coal mine produces. Hertel said that income tax is not growing a lot and we have less money from sales tax and fines, and said there is no dispute in what is in the Reserves. Treasurer Jenkins stated we have \$1 Million in Reserve as of yesterday, and reported that the \$371,000 received so far from coal royalties is not in that total. In September, October, and November of this year, if the coal mine starts longwall mining, the county should receive about \$390,000 a month. He said that IMRF, Social Security and Property Casualty owes the General Fund over \$600,000 right now and yes there are concerns and issues. Deabenderfer asked about the \$2 Million from the General Fund money paying for IMRF/Social Security, and stated he thought we had an agreement that nothing would be spent from the General Fund for day to day operations. Deabenderfer stated to Jenkins that he thought the Finance Committee was tight on employee raises. Jenkins replied not really, and we need to educate employees about our situation so they can work with the Board. Gasparich stated he keeps hearing "it's in the budget" every time the County offices are going to buy something, and said that just because it's in the budget doesn't mean it has to be spent.

Everyone should ask if the money in the budget should be spent, even if we have the right to spend it. He has overseen cuts in EMA's budget and every budget needs to be cut. Gasparich stated he wasn't here when the coal rights were sold, but the general idea was that coal money would be for infrastructure upgrades so that when the coal mine leaves we would still be in good shape. Gasparich stated we need to tell the Office Holders to look at a leaner budget. Bathurst asked Jenkins if we only get money when the coal is sold and Jenkins replied affirmatively and the County Board needs to watch what they are spending, not just the Office Holders. Jenkins reported 93% of his budget is for salaries and 7% is left for other expenses. He stated it is not the Office Holders that are spending the most; it is the County Board spending money on projects. Hertel stated we lost \$400,000 when the coal mine in Coffeen closed in 1984 and we had to adjust for that. He stated for years the County was able to live on fines and fees and he has only brought this up to caution members because we are not collecting enough money to pay day to day bills. He stated the Coal Company is a roll of the dice and hates to plan everything on the roll of the dice. Instead, we need to look at our other income. Jenkins stated Chairman Plunkett had an excellent idea to keep the coal revenue totals in next year's budget at last year's level. Chairman Plunkett stated he had a good discussion with Jenkins to set next year's budget where we are not budgeting to spend, but budgeting what we received last year. He referred to Jenkins comments that stated 93% of the Treasurer's budget is for payroll, and Plunkett reported the county was fortunate to sell coal rights before the economy downturn, and we didn't cut anything because of the coal money. Many other districts have made cuts such as jobs and we haven't done so. He stated if the Board wants to cut \$1 Million then that means we must cut jobs. Gasparich reported that EMA's budget had things that could go, and in the past, their budget was \$58,000 and it jumped up to \$74,000 so cuts were made this year. He stated we all need to make 5% cuts and there are ways it can be done without cutting jobs and said we can't cut \$1 Million, but we can start making small cuts early on. He stated that much of the reserves is the \$800,000 we shaved off the Historic Courthouse renovation expenses. Jenkins stated it is not evil to use the coal mine money for day to day expenses. Hertel stated he sat through 12 hours of budget hearings he is not advocating pink slips this year, but stating we need to wait it out and see what the coal mine does and we just need to know now that we could have a problem in the future and it's not all roses. Chairman Plunkett stated that Gasparich is right that every office holder should look at their budget and make sure there is no fluff anywhere. Helgen reported from the UCCI meetings that other counties are going through horrible budget cuts and are asking him what we are doing to save money and some of these counties are bankrupt, and he is thankful we have the coal money. Kuchar stated that our county is in a much better situation than others who are cutting hours and staff and said that everyone involved, starting with the office holders, needs to start making small adjustments. Durbin also reported about UCCI meetings' comments from other counties about their bad fiscal condition and he is glad we don't have a nursing home to support like other counties who are in bad shape have. Bathurst stated what we do have is ten unions, each with a collective bargaining unit, that we have to negotiate salaries for. We have never had a Union say they are willing to freeze pay, let alone take a 1% cut, so how can we sell that to ten collective bargaining units. Chairman Plunkett reported that at the beginning of last fiscal year, Fayette County put their \$5 Million in coal rights money in the bank and asked their employees to take a two week unpaid furlough, but it didn't sit well with them so the county had to dip into their coal reserves. Bone stated that no office holder is dumping money and we don't need to be pointing fingers. He reported we saved \$4 to \$6 Million by not building a new Courthouse and renovating the Annex and Historic Courthouse instead, plus we saved \$25,000 on the Board room, and we are still \$4 to \$5 Million ahead as we would have had to maintain the Historic Courthouse either way. Bone stated now everyone is where they need to be without paying rent and has what they need. Chairman Plunkett stated that the New Courthouse across the street cost the taxpayers \$3.3 Million. We have learned if

you have a project that needs done, you should save up for it and then spend rather than use the Public Building Commission process. Hertel stated we are all in the boat together and just need to be cautious and frugal as we possibly can. Chairman Plunkett stated members will get a draft of the budget next month and encouraged every Board member to look it over.

6. **Resolution #12-10 to Void Tax Bill on Parcel #16-02-482-005 -Approval:** Blankenship reported the lot purchased from Dr. Mekala needs to have the tax bill voided. SOA Ray Durston has completed paperwork for the Department of Revenue to get the property exempted in the future. **Motion by Blankenship, second by Graden to Approve Voiding the Tax Bill for Parcel ID #16-02-482-005. All in favor, motion carried. (See Resolution Book 12, page 211).**
7. **Ordinance to Provide For Video Gaming Pursuant to the Illinois Video Gaming Act in the Unincorporated Areas of Montgomery County, Illinois -Update:** Blankenship reported Assistant State's Attorney Wilson used the City of Hillsboro's ordinance as a template for the county ordinance. The Full Board can review it for one month to take action at the September meeting. He asked members to report any corrections needed.
8. **Corrective Special Quit-Claim Deed from Montgomery County to Colt LLC -Parcel ID#21-16-100-301 -Approval:** Blankenship reported we need to correct a couple of legal descriptions for Coal Rights that were transferred in 2003. A color map was included in the Full Board packet with the Yellow Portion pertaining to this parcel. **Motion by Blankenship, second by Branum to Approve the Corrective Special Quit-Claim Deed for Parcel ID#21-16-100-301 from Montgomery County to Colt LLC. All in favor, motion carried. (See Resolution Book 12, pages to be inserted after recordation).**
9. **Special Quit-Claim Deed from Colt LLC to Montgomery County – Parcel ID# 21-16-400-009 and Parcel ID#21-16-400-005 -Approval:** Blankenship reported these two legal descriptions need to be corrected for Colt LLC to transfer back to Montgomery County. A map was included in the Full Board packet with the Gray Portion pertaining to these parcels – Section 16 of East Fork Township, west of Fish & Wildlife Reserve. **Motion Blankenship, second by Deabenderfer to Approve the Special Quit-Claim Deed for Parcels ID#21-16-400-009 and ID#21-16-400-005 from Colt LLC to Montgomery County. All in favor, motion carried. (See Resolution Book 12, pages to be inserted after recordation).**
10. **ROE Sale of West School Property -Approval:** Chairman Plunkett asked ROE Superintendent Marchelle Kassebaum to discuss the Notification from the Regional Office of Education regarding the sale of the Taylorville West School Property. Kassebaum addressed the Board and reported the title for this property is held by the Regional Board of School Trustees and not the Taylorville School District. ROE has to advertise the sale. These two parcels will be sold in September with sealed bids and proceeds will go to the Taylorville School District. Graden asked if the school is in Taylorville and Kassebaum replied affirmatively. Assistant ROE Superintendent Greg Patrick reported the school was closed three or four years ago due to consolidation. **Motion by Blankenship, second by Graden to Approve the ROE Sale of West School Property. All in favor, motion carried. (For copies, see Resolution Book 12, pages to be determined).**
Kassebaum thanked Gasparich for attending the ROE Superintendents meeting and explaining crisis management.
11. **Update/Approval of Resolution #12-11 from West Central Planning Commission Authorizing Submission of a FY 2012 Partnership Planning Assistance Grant Request to the US Department of Commerce:** The committee discussed and approved the Resolution submitted by West Central Planning Commission. **Motion by Blankenship, second by Kuchar to Approve the Resolution from West Central Planning Commission Authorizing Submission of a FY 2012 Partnership Planning Assistance Grant Request to the US Department of Commerce. All in favor, motion carried. (See Resolution Book 12, pages to be determined).**

H.W.E. COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:

1. **Elections -Update:** Durbin reported County Clerk Sandy Leitheiser provided a handout with Important General Election dates for the November 6th, 2012 election. Current Precinct and County Board District maps are now finalized in the GIS Department, who will also provide the maps to the public. The February and April, 2013 Consolidated Elections were discussed, and Leitheiser stated that recent legislation moved up Municipal, Township, and Multi-Township Caucus dates from January to December 3rd, 4th, 5th, 2012.
2. **Ordinance Authorizing Montgomery County Electrical Aggregation Referendum on November's Ballot -Update:** Durbin reported the law now lets counties, townships and municipalities aggregate the electricity rates if passed by referendum. Committee discussed this proposal and decided not to pursue this ballot question at this time.
3. **Recycling Program and Events:**
 - **Litchfield Recycling Facility -Update:** Durbin reported the Litchfield building is up and we are waiting on concrete, which will take two days to pour and then there will be a day and a half left for electrician work. Once a date has been set to reopen the drop off, Lutz will contact everyone and the City of Litchfield for a small ribbon cutting ceremony.
 - **Camera Installation -Update:** Durbin reported that Police Chief Wilkinson has stated that his staff can make sure the facility is open from 5:30 a.m. until 9:30 p.m. The Committee approved the proposal from Slavings Services in the amount of \$2,215 for Camera Installation at Litchfield Recycling Facility.
 - **Budget -Update:** Durbin reported during Budget Hearings it was proposed to add some workers for recycling. Lutz shared a letter with the HWE committee that was sent to the Finance Committee.
 - **Injured Employee/Hire Temporary Employee:** Durbin reported that the committee discussed and approved hiring a temporary part time employee while a full-time employee is out on medical leave. Durbin shared that Recycling Center worker Ben Bishop was in an accident and had an operation recently. Durbin asked for prayer for Bishop's recovery as he is a very good worker.
4. **Animal Control Facility and Program:**
 - **Animal Control Intake Summary -Update:** Durbin reported that the Committee reviewed the report and a total of 44 animals' intake in July.
 - **Revenues & Expenses -Update:** Durbin reported the Committee reviewed the reports.
 - **Security/Panic button proposal from Wareham's Security -Update:** Durbin reported the committee discussed the proposal from Wareham's Security for one hardwired panic button in the office and two necklace-style transmitters to be worn by employees at a cost of \$710 for parts and labor. The monthly monitoring fee is \$21. The Committee approved getting the Panic Alarm System from Wareham's Security out of the Animal Control budget.
 - **Municipality contracts -Update:** Durbin reported the committee reviewed the recommendations and supports the fee increases from \$20 to \$25 for call outs with no pickups and the fee increase to pick up cats from \$25 to \$40, however the committee wants additional information regarding the fee method for municipalities whether an animal is claimed or not. More information is needed and possible meetings with some of the municipalities charging fines to pet owners when animal control is doing the work to pick up and care for the animal. Moore asked if we will see the county animal control tickets from our staff in the newspaper and Chairman Plunkett replied not yet but Richardson has asked to do so, and that the municipalities have been putting their tickets in the newspaper.

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

1. **Resolution #2012-08: Resolution to appropriate funds for 1099 B-CA, Dutchman's Trail, Walshville Road District, 50% RD – 50% County Project -Approval:** Total Cost is \$2,300. County's Portion is \$1,150. Motion by Branum, second by Blankenship to Approve Resolution #2012-08: Resolution to appropriate funds for 1099 B-CA, Dutchman's Trail, Walshville Road District, 50% RD – 50% County Project. Total Cost is \$2,300. County's Portion is \$1,150. All in favor, motion carried. (See Resolution Book 12, pages to be determined).
2. **Resolution #2012-09: Resolution to appropriate funds for 1100 B-CA, Cain Road, Walshville Road District, 50% RD – 50% County Project -Approval:** Total Cost is \$7,000. County's Portion is \$3,500. Motion by Branum, second by Bone to Approve Resolution #2012-09: Resolution to appropriate funds for 1100 B-CA, Cain Road, Walshville Road District, 50% RD – 50% County Project. Total Cost is \$7,000. County's Portion is \$3,500. All in favor, motion carried. (See Resolution Book 12, pages to be determined).
3. **Resolution #2012-10: Resolution to appropriate funds for 1101 B-CA, Singer Trail, Walshville Road District, 50% RD – 50% County Project -Approval:** Total Cost is \$2,800. County's Portion is \$1,400. Motion by Branum, second by Beck to Approve Resolution #2012-10: Resolution to appropriate funds for 1101 B-CA, Singer Trail, Walshville Road District, 50% RD – 50% County Project. Total Cost is \$2,800. County's Portion is \$1,400. All in favor, motion carried. (See Resolution Book 12, pages to be determined).
4. **Resolution #2012-11: Resolution to appropriate funds for 1102 B-CA, CH-7-Nokomis Road, 100% County Project -Approval:** Total Cost is \$38,000. Motion by Branum, second by Miles to Approve Resolution #2012-11: Resolution to appropriate funds for 1102 B-CA, CH-7-Nokomis Road, 100% County Project. Total Cost is \$38,000. All in favor, motion carried. (See Resolution Book 12, pages to be determined).
5. **Preliminary Engineering Agreement with McDonough-Whitlow for Rocky Hollow Bridge - Approval:** Branum reported Engineer Smith stated that by law the County can't pick a consultant based on price. Motion by Branum, second by Helgen to Approve the Preliminary Engineering Agreement with McDonough-Whitlow for Rocky Hollow Bridge in the sum of \$49,308.23. All in favor, motion carried. (See Resolution Book 12, pages to be determined).
6. **End Loader Bucket Purchase -Approval:** Branum reported Engineer Smith received two quotes for a new bucket for the front end loader. Altorfer submitted a quote for \$12,134.94 just the bucket. A reconditioned bucket is \$7,480. Boyd & Sons Machinery submitted a quote for \$12,870. Branum reported we will use our old bucket for spreading salt and the new one to move dirt. Motion by Branum, second by Williams to Purchase a New End Loader Bucket from Altorfer for \$12,134.94. All in favor, motion carried.
7. **Sale of Paint Striper and Striper Truck -Update:** Branum reported that the City of Litchfield is interested in the striping truck. Engineer Smith will check with Assistant State's Attorney Wilson to see how the surplus striping unit can be sold to the City of Litchfield. Graden asked if the striper is sold, will it be replaced, and Chairman Plunkett reported if sold we will not replace the striper truck because of its lack of use.

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

1. **Consociates Insurance -Update:** Kuchar reported Travis Schmidt and Steve Spinner of Consociate Dansig addressed the committee with an update on the County Employee Health Insurance. The committee received a report to review with the different costs for each of the four Classes. She stated that with the Affordable Health Care Reform Act, the increase can't be more than 5% after March 2010, which is the maximum allowable increase for grandfather status under Health Care Reform. You can also lose grandfather status by changing benefits.

These new rates would take place January 1st, 2013 so the committee would need to decide soon.

2. **Grievance in Sheriff's Department -Update:** Kuchar reported the Committee went into Executive Session and denied the grievance in the Sheriff's Department. **A Federal Mediator will attend the regular Personnel Committee meeting on August 30th.**
3. **Job Study with U of I Extension -Update:** Kuchar reported Ron Duncan of U of I has some very preliminary reports for three of the offices for the committee to review. Interviews with Departments will start the week of August 20th, 2012, and the final job study could be completed by the end of September. Circuit Clerk Lemons asked if Duncan has scheduled meeting with the Office Holders yet, and Coordinator Daniels stated Duncan will be making appointments soon, and will pass his contact information on to Lemons if she would like to call him.
4. **FMLA Meeting with Department Heads -Update:** Kuchar reported that Sheriff Vazzi stated he will keep his own FMLA records in his office and notify the Coordinated Services office of any employee that is going on FMLA with a copy of the WH-382 form and the Coordinated Services office will keep just the Notification Sheet (form WH-382) for the County Board FMLA file.
5. **Labor Local # 397 -Update: (Report Given by Vice Chairman George Blankenship.)** The third meeting was held on July 24th and the fourth on August 3rd. Blankenship reported the County made a proposal and stood by it, and we are going to work with Mr. Duncan and get information from the Job Study. The Supervisor of Assessments, Emergency Management Agency and State's Attorney offices are units with Labor Local #397.
6. **Sheriff's Dept. Union Contract Negotiations with Local Laborers #773 -Update:** Mediation was held on July 16th. Chairman Plunkett stated to the committee that he checked with the State's Attorney's office to see if the Appellate Prosecutor could help with legal advice for arbitration in labor issue.
7. **Executive Session:**
 - ***Enter into Executive Session to discuss Sheriff's Dept. Union Contract Negotiations with Local Laborers #773: Motion by Kuchar, second by Hertel to Enter into Executive Session. All in favor, motion carried. Time 10:15 a.m.***
 - ***Come Out of Executive Session: Motion by Graden, second by Blankenship to Come Out of Executive Session. All in favor, motion carried. Time 10:45 a.m.***

No action was taken.

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

SCHEDULE CHANGES: Chairman Plunkett reported that the next EMA Committee Meeting is Friday, September 7th at 3:30 p.m. due to IEMA Conference.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Bathurst, second by Deabenderfer to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 19, Against – 0, Absent – 0, Abstain -1 (Moore). Motion carried.
2. **Motion by Helgen, second by Bishop to pay all other approved bills.** All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2012.

ADJOURN: Until the Full Board Meeting on Tuesday, September 11th, 2012 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois.

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

Meeting adjourned at 10:46 a.m.

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

**Montgomery County Board
Minutes**

For Tuesday, September 11th, 2012 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, September 11th, 2012 in the County Board Room, 2nd floor 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. Member Merano arrived.

Roll call was changed upon arrival of one member to 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.

Member Absent: Frank Komor

Pledge of Allegiance to the flag was given by special guests Undersheriff Rick Robbins, Sheriff's Deputy Scott Woods and Sheriff's Deputy Tyson Holshouser along with Nokomis Fire Chief and County Board member Joe Gasparich on the eleventh anniversary of the terrorist attacks at the World Trade Center in New York on September 11th, 2001. Chairman Plunkett stated the importance of commemorating this day and recalled that the County Board also met on the morning of the attacks. Gasparich addressed the Board and stated we want to remember those who were affected. Those who helped at the World Trade Center could not have guessed they were to give up their lives that day. He reported he has had the opportunity to train with some of the New York City firefighters and first responders and learned of the story of one firefighter who gave his life on the 87th floor of the south tower when it collapsed. Gasparich stated oftentimes we don't see the enormity of that day and how it changed our world. Gasparich acknowledged our county first responders, which he said we also take for granted and stated he is glad to be associated with the firefighters and law enforcement of Montgomery County.

Mileage and Per Diem Approval:

Motion by Durbin, 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 Wendel to approve the Minutes of the Previously County Board Meeting held on Tuesday, August 14th, 2012. 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** – 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. Report includes Benefits Summary.

APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA: Motion by Bathurst, second by Merano 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. **CEFS Central Illinois Public Transit Monthly Progress Report -Update:** Monthly progress report was included at the front of Board packets. Plunkett reported CIPT monthly Ridership goal for Montgomery County in 2013 at 12,504. Hertel asked when CEFS will come back and speak to Full Board as they were to do so at six months. Plunkett stated we will have Kristie Warfel come back in October.
2. **2012 Legislative Summary from IL Assoc. of County Board Members -Update:** Plunkett asked the Board to review the 2012 Legislative Summary included in the packet regarding upcoming State laws that might have an impact on the County.
3. **ROE Superintendent Marchelle Kassebaum Quarterly Report -Update:** Kassebaum addressed the board regarding her ROE Quarterly report and the future ROE districts' realignment. She reported that plans are for the Regional offices to be reduced to 35 statewide, with two proposals sent to the State to date. Kassebaum will keep the Board updated on the issue, and also reported that her office has obtained a training program on Bullying for administrators and teachers to meet children's needs. She received DVD's and teacher manuals for schools through a grant and they will have an ongoing workshop throughout the year. Kassebaum also reported on additional State mandates for school administration to implement a teacher evaluation system by 2016. She informed members about an electronic program to aid in the school improvement plan to be implemented in a few years, and also reported ISAT testing is changing to PARCC testing in 2014/2015 school year with the State's new Common Core Standards that measure student growth. Twenty-four states will be using this new testing. Her office is helping with math and science sections as the standards are being implemented now. She will let school districts know what PARCC involves and what they need to know as well as educating board members and the community. Deabenderfer stated his concern about the new State requirements regarding teacher performance evaluation, and mentioned teachers in Chicago are on strike right now. He believes this new requirement will require more State supervision and wonders if teachers will have input. Kassebaum replied that school districts can design their own evaluations based on the State guidelines or can use the models already in place, and that teachers will have an input because "teacher teams" will be formed. Deabenderfer stated that in his experience, some teachers are not included in "team" input implementation, and he wants Kassebaum to be aware of this. Kassebaum replied she has confidence in our school district leaders that they are making good choices to involve all teachers who want to be involved.

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

1. **Historic Courthouse Renovations -Update:** Bone reported the committee went into Executive Session to discuss possible litigation. No action was taken. Brent Lance of Hurst-Rosche will look at the gouges in the cork flooring in the second floor hallway and will submit an updated punch list to Korte Luitjohan, plus he suggests the County take care of hooking up the sensor in the third floor hallway.
2. **Maintenance Issues and Report -Update:** Bone reported the following:
 - Lance will follow up with Western Waterproofing regarding the leaks on the Annex Building north wall and west wall.
 - Johnson Controls was at the Courthouse Complex on Friday working on some issues.
 - Board Member Richard Wendel has offered to treat and spray the Historic Courthouse grounds.
 - The Committee discussed the concrete parking lot approaches getting damaged by ice melt, and they stated the approaches should be sealed to help prevent damage from the ice melt.

3. **MCWC Office Renovations for Early Voting -Update:** Bone reported maintenance forces will construct a wall and install two metal doors. The committee discussed getting a duct installed onto the air handler to go into the new room.
4. **HVAC at Courts Complex -Update:** Bone reported Hurst-Rosche representative Tom Baker stated that there are some safeties in the control panels that need to be corrected on the HVAC system. Two of the problems with the equipment include the refrigerant charge in the system and the age of the system. Agencies in the HVAC Industry can help determine the useful life of this type of equipment, and this unit should last up to 20 - 25 years. Baker thinks we should turn this into a chilled water system and will advise on how to budget for newer equipment. There may also be an option to lease this chiller equipment if funding is tight. Baker states there are minor costs to make some adjustments to the system. Refrigerant leaks are due to components that have failed but have at some point been repaired. Bone stated we will need to look at this need and budget for a new HVAC system at the Courts Complex in the future because there is definitely a problem. Hopefully a new system will cure it.
5. **Other:** Member Bishop asked to be taken off the attendance in the minutes for the B&G Committee meeting.

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

1. **MCEDC -Update:** Deabenderfer reported that the MCEDC sent Director Erika Kennett to a few trainings with the next Board of Directors meeting set for October. He reported of a Food Services meeting attended in Peoria, and that MCEDC has a radio spot on WSMI in October. Also, he reported a new Revolving Loan request has been submitted, with the Board presently working on the application.
2. **Arches Trail -Update:** Deabenderfer reported that the committee discussed a concern that Joe Page, a neighbor to the Arches Trail property, had called him about. There was a fence put on the trail north of his house that he believed was not on County Property. Mr. Page talked with NAGS representatives about the fence and they said they would remove it if the fence is not on County property. Deabenderfer stated it was determined that the fence is on the eastern end of County property and accommodations will be made for Mr. Page to access the territory he needs. Mr. Page has also now volunteered to help maintain the trail.
3. **Oil & Chip Green Diamond Bike Trail -Update:** Deabenderfer reported Probation Supervisor Rice Phillips and the community service workers cleaned off the bike trail after the County Highway Department trimmed some trees. The Eagle Scout who installed mile markers on the trail has now completed his project. Deabenderfer reported that Coordinator Daniels spoke to Pitman Township Highway Commissioner Krager this morning and oil & chip will start within two weeks.
4. **Dilapidated Buildings in Towns -Update:** Deabenderfer reported Gasparich asked if some future coal revenue could be used to help the small communities help tear down old buildings in disrepair. Deabenderfer stated the committee recommends this and possibly a program can be set up in the future as the City Wide Clean Up Program has ended.
5. **Other:** Deabenderfer reported Ameren is still working on new power lines across the State which will be installed north of Montgomery County and he will be attending the meeting in Taylorville on October 1st to protect our interest.

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

A summary of monthly operations for *August 2012* is as follows:

Amount collected: \$126,378.97

AMBULANCE REPORT:

1. **Collections -Update:** Moore reported Total Collections for **August** are **\$126,378.97** (Old System \$488.30, New System \$125,890.67)

EMA:

1. **IEMA Conference -Update:** Moore reported that Earthquake Mitigation Training class was completed.
2. **Review of Mega Bus Accident on August 30th -Update:** Moore reported Chief Quint held a review meeting of the Mega Bus accident, with agencies that were involved in attendance. IL State Police reports gave high marks for the way the incident was handled.
3. **Open Burning:** Moore reported the County “no fireworks/open burning” recommendation has been lifted.
4. **HazMat Coal Mine Tour on August 30th -Update:** Patton Mining invited County HazMat members to the mine for a tour and presentation of mining operations. The tour and presentation was well received by all HazMat members.
5. **Other -Update:** The Accreditation for 2013 and the June 26th exercise has been approved by IEMA.
6. **Weather -Update:** Moore reported that severe weather went through the area on Wednesday September 5th, with a possible tornado touch down in northwest Fillmore reported. There was property damage to one home with windows blown out of the house but no structural damage reported, and there is no confirmation if it was a tornado or possible straight wind. Moore stated power was out in Litchfield, but Hillsboro dodged the severe weather.
7. **Narrow Banding of Radios -Update:** Bone asked Gasparich if Narrow Banding of radios will create a problem with pagers having less power. Gasparich replied that he doesn't think power will be reduced as it is a change in bandwidth and frequency, and instead it should be more reliable than before with less interference. Gasparich thinks most of the County radios should be compliant with the narrow bandwidth, and there should not be any significant changes as emergency responders have already been switched with no problems.

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

1. **Revolving Loan Fund -Update:** Blankenship reported that the Committee reviewed the reports submitted by the MCEDC and Deabenderfer has already informed the Board members of the new Revolving Loan request in his report. Blankenship stated on the three older Revolving Loans, two clients are paying and one is in bankruptcy.
2. **Employee Health Insurance Premium and Deductible/Co-pay Increase -Approval:** Blankenship reported it was the Committee's consensus to raise the Employee Health Insurance Premium by 5% of the Cobra Rate, not 5% of the existing premium, per tier and to increase the Deductible by \$150 and to increase the Co-pays by \$5.00. The last time the Employee Health Insurance Premium was increased was in 2009, and Health Insurance costs have gone up about \$400,000. The Committee discussed the issue of losing the program grandfather status if the premiums are raised more than 5%. Blankenship stated this is a one-time raise; we can't raise it any higher than this 5% increase or we risk losing our grandfather status. Open enrollment for the new year begins November 1st, 2012, and a letter will go out to all the employees right after the Board meeting notifying them of the Board's decision to increase the Employee Premium by 5% of the 2010 Cobra Rate. Bone asked what the increases will amount to, and Plunkett read new monthly premium amounts for Class 1 Single, Child, Spouse and Family and mentioned there are 4 Classes. **Motion by Blankenship, second by Graden to Approve an increase in the Employee Health Insurance Premium by 5% of the Cobra rate and to increase the Deductible by \$150 and to increase the Co-Pays by \$5.00. Roll Call Vote: Ayes - 13, Nays – 7. Those Voting Aye: Bathurst, Blankenship, Branum, Durbin, Graden, Helgen, Hertel, Hitchings, Kuchar, Miles, Moore, Plunkett, Williams. Those Voting Nay: Beck, Bishop, Bone, Deabenderfer, Gasparich, Merano,**

Wendel. Those Absent: Komor. Motion carried. (For copy of memo to employees and Premium Increase amounts, see Resolution Book 12, pages 241-242).

3. **Employee Health Insurance Meeting -Update:** Blankenship reported meetings will be set up so that Consociate Dansig can give presentations to the employees regarding the increase in Employee Premiums, deductibles and co-pays.
4. **FY 2013 Budget -Update:** The Committee reviewed a revised draft of the FY2013 Revenue & Expense Reports prepared by Treasurer Jenkins. Blankenship stated the revised draft of the budget dated September 12th is as close as we can get at this time. Items have been cut out and the budget is less. He advised the members to go over it; however the budget won't be passed until the November meeting. He stated we have between now and November to make changes, and asked members to get back to the Finance Committee with any questions. Deabenderfer asked if this budget supersedes the one from August, and Blankenship replied affirmatively. Plunkett, Jenkins, Hertel and Blankenship met yesterday to discuss cutting the GIS flyover of \$100,000 and four new Sheriff's Dept. vehicles of \$90,000. He stated we will add back \$30,000 into Office 047 for the county's share of MCEDC. In the future, the \$30,000 payment to Fayco could be added as a levy instead of coming from the General Fund. Gasparich asked if salary increases were built into the draft, and Blankenship replied that salaries for the offices with pending union contracts won't be changed until the union contracts are settled. Gasparich asked if retroactive pay was figured in this budget, and Blankenship replied it is not figured in the 2013 budget. Hertel stated the Finance Committee has asked Elected and Appointed Heads to reduce their budget by 5% and meet with them on reductions before any decisions would be made. Kuchar asked Blankenship if the draft they have just received reflects the 5% off and Blankenship replied it does not, and we will make a new print out after the 5% cuts are made. Hertel stated the Recycling budget will not be finalized until the Committee decides between the options of hiring two part time or one full time and one part time employee; however Lutz just cut the budget by 5% recently. Blankenship stated some offices have already cut their budgets by 5%, so they won't have to. Chairman Plunkett stated the draft members are receiving at today's meeting does include \$170,000 total cuts made yesterday. The budget handed out today doesn't reflect the increase in revenue for the Employee Health Insurance Premium or the 5% reductions. After revision, there will be public inspection for 30 days. Treasurer Jenkins stated that only the General Fund offices are asked to reduce by 5%, which does not include the Health Department, Highway Department, and Veterans Assistance Commission. General Fund Contracts are included, and Hertel explained that General Fund Expenditures are from pages 1 to 14 in the Budget book and General Fund Revenues go to the middle of page 5. Deabenderfer asked if a Special Finance Committee meeting would be set up, and if so, how much notice do we need. Chairman Plunkett replied we need to give Office Holders some time and Open Meetings Act requires a two day notice for a Special meeting. Hertel asked if the Finance Committee could briefly meet after today's meeting to decide on a special meeting date and Plunkett replied affirmatively. (Note: After the meeting, a Special Finance Committee meeting was decided on and scheduled for Tuesday, September 18th at 8:30 a.m. with Department Heads to discuss General Fund budget reductions by 5%.)
5. **FY2013 Estimated Levy -Approval:** Blankenship reported the Committee reviewed reports for 3 options for the levy. The first report reflected a 4.997% tax levy increase with a 2012 Tax year estimated extension of \$4,545,062. The second report showed a 8.5139% tax levy increase and the third report showed a 29.4406% tax levy increase. Estimated 2013 EAV for Montgomery County is \$397,714,710. IMRF and Social Security owes the General Fund money, and if the Coal mine starts paying royalties next year, then we won't have to borrow money. The General Fund Balance now is about \$1.3 Million, and the State owes us about \$198,000. Jenkins stated to the Committee that it is a good idea to set up a payment plan to pay back the General Fund in the next few years. Blankenship stated we are not recommending a Truth in Taxation Hearing. **Motion by Blankenship, second by Kuchar to**

Approve the Fiscal Year 2013 Aggregate Levy at 4.9971% Increase based on the 2012 tax year Estimated Extension of \$4,545,062. All in favor, motion carried. (For copy of Real Estate Tax Levy/Extension Summary Comparison, see Resolution Book 12, page 243).

6. **Truth in Taxation -Update:** Truth in Taxation Hearing will not need to be held because the County will be below 5% increase in tax levy.
7. **Ordinance #12-12 to Provide For Video Gaming Pursuant to the Illinois Video Gaming Act in the Unincorporated Areas of Montgomery County, Illinois -Approval:** Blankenship stated the Board was given this Ordinance a month ago to review. County Clerk Leitheiser researched the annual fee per terminal is \$25 and we can't exceed that amount per State Law. Chairman Plunkett stated we would also share in some revenue with the State. Hertel stated the Ordinance doesn't include a prohibition of ATM's on the premises. **Motion by Blankenship, second by Williams to Approve the Ordinance to Provide For Video Gaming Pursuant to the Illinois Video Gaming Act in the Unincorporated Areas of Montgomery County, Illinois. Roll Call Vote: Ayes - 12, Nays - 8. *Those Voting Aye:* Beck, Bishop, Blankenship, Bone, Branum, Durbin, Gasparich, Graden, Miles, Moore, Wendel, Williams. *Those Voting Nay:* Bathurst, Deabenderfer, Helgen, Hertel, Hitchings, Kuchar, Merano, Plunkett. *Those Absent:* Komor. Motion carried. (For copy of Ordinance #12-12 and Letter to Illinois Gaming Board, see Resolution Book 12, pages 244-248).**
8. **ROE Quarterly Report -Approval:** The committee reviewed and approved. **Motion by Blankenship, second by Gasparich to Approve the ROE Quarterly Report. All in favor, motion carried.**

H.W.E. COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:

1. **Elections -Update:** Durbin reported County Clerk Leitheiser shared a Voting Equipment Maintenance Status Report on the total of 41 M100 Precinct Tabulator Units and 31 AutoMark Voter Machines Units owned by the County. The No Excuse Absentee Voting Period starts on September 27th, 2012, and the Early Voting period begins October 22nd, 2012. The committee discussed the possibility of having an additional Early Voting Site in Litchfield, and the consensus was to not proceed with this at the present time for budget reasons. Leitheiser will provide information for County Board members and the public about the Campaign Free Zone around the Courthouse Square during Voting Hours prior to the Election. "I Voted" stickers with the words "I Made Freedom Count" were distributed to members, which were privately purchased at no taxpayer expense. Leitheiser explained the handout regarding the Campaign Free Zone around the Historic Courthouse. She stated the guideline is if voting signs are outside, then don't park around the Courthouse. Moore asked if this includes outer parking spaces and Leitheiser replied 100 feet does include some outer spaces. She explained the 100 feet is measured from the three entrances to the Historic Courthouse building. Miles asked if campaigning in the zone has been a problem in the past and Leitheiser replied depending on the election, it has been a problem. Bathurst stated it is often done unintentionally and Plunkett agreed that most don't realize early voting is going on and they have a campaign bumper sticker on their car at the time. Leitheiser also explained the change in law regarding the candidate order on general election ballots. Hertel asked Leitheiser if she would notify candidates not already on the County Board of the candidate order and Leitheiser replied affirmatively.
2. **Recycling Program and Events:**
 - **Litchfield Recycling Facility -Update:** Durbin reported electrical is complete and the Drop Shed is nearly ready to open. The ribbon cutting ceremony will be scheduled for Thursday, September 13th at 1:00 p.m. with Mayor Jones, Plunkett and Lutz attending. The City of Litchfield Police Department will open the drop off at 5:30 a.m. and close at 9:30 p.m. There will be video surveillance on the premises and a fence to deflect blowing debris.

- **Temporary Employee -Update:** Durbin reported Lutz hired a temporary employee who started August 23rd. Forty applications were handed out and 22 returned. Six applicants were interviewed. Retired Taylorville correctional officer Roger Cassidy from Ohlman was hired and is doing a great job.
- **Budget -Update:** Durbin reported that Lutz stated she spoke with Finance Chairman Blankenship regarding her budget request for a full-time employee instead of two part-time employees. The Recycling budget was also reduced by 5%.
- **Electronics Drive -Update:** Durbin reported the 5th free Electronics Recycling Drive will be Thursday, October 18th from 12 p.m. to 5 p.m. and Friday, October 19th from 8 a.m. to 3 p.m. at the Hillsboro Recycling Facility. Durbin stated the Hillsboro facility is used due to forklifts available there and the materials can be put in the shed at night and shipped out in a few days.

3. Animal Control Facility and Program:

- **Animal Control Intake Summary -Update:** Durbin reported there were 29 dogs and 13 cats taken in for a total of 42 animals taken in during August. 46 animals went out.
- **Revenues & Expenses -Update:** Durbin reported the next Rabies Clinic is scheduled for October 6th.
- **Municipality Contracts -Update:** Durbin reported that Animal Control Officer Richardson contacted some of the municipalities regarding their fees for claiming an animal. Most of the municipalities are \$50 to \$75 fine for the first time. The committee approved an increase to charge the municipalities \$50.00 per dog and \$40.00 per cat regardless of whether the animal is claimed or not.
- **Stray Cat Issue -Update:** Durbin reported that Richardson stated there is a stray cat issue in the rural areas and she said that picking up all these stray cats creates a problem when the facility is full. Richardson will handle this issue on a case by case basis whether to take in stray cats or kittens when there is no space available at the facility.

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

- 1. Employee Time Off Quarterly Reports -Update:** Kuchar reported the committee discussed sending out a memo to department heads to let everyone know the due dates to submit their time off reports to the County Coordinator's Office. The first quarterly reports need to be sent in one week prior to the September Personnel Committee meeting.
- 2. Job Study with U of I Extension -Update:** Kuchar reported Mr. Duncan gave a brief explanation of the Job Study Process. Seventy percent of all job descriptions and about fifty-five percent of the job surveys have been turned in, which is in line with the pace to have number crunching done by the end of September. The final report would then be available in a few months. Each job description will be taken and matched up with the employee survey to insure that this is the job the person is doing and it adds a degree of clarity and points out the need to update job descriptions if needed. Job codes can then be looked at to get data from the National and County Salary for those job classes. The final report will have comparable salary data. Mr. Duncan stated that there has been great cooperation in all offices and he has tried to meet with individual employees, but this was not possible in the larger offices. He restated that even with the delay in starting the contract, he should be on time with delivering the figures for the end of September. Mr. Duncan stated to the Committee that employees completed their own questionnaire, and the Department Head had a separate form to complete to make comments if needed. Kuchar stated there had been some questions brought out on this issue. Bathurst asked if the Job Study would be done at the end of September or in two months and Plunkett replied we will have all the data by the end of September, but the report won't be done for another two months.

3. **Local #773 Grievance -Update:** Kuchar reported the union grievance was settled by both parties agreeing that the employee would be paid mileage for training that would be calculated by using the shortest distance from either their home or the jail building to the training site.
4. **Local #773 Pension Fund Amendment -Approval:** Kuchar reported the State's Attorney has reviewed the addendum and a penalty was assessed because the contract hasn't been settled yet. The \$.03 increase should have started last December 1st, 2011. Mr. Troutt spoke with the Union and they said it would be okay to start the \$.03 increase starting September 1st, 2012. The Addendum will be Effective September 1st, 2012. Chairman Plunkett stated the County isn't paying the \$.03, and instead it is deducted from the employee's paycheck. **Motion by Kuchar, second by Hertel to Approve the Local #773 Central Laborers' Pension Fund Addendum. All in favor, motion carried.**
5. **Sheriff's Dept. Union Contract Negotiations with Local Laborers #773 -Update:** Kuchar reported the Committee discusses the counter offer presented by Local Laborers #773.
6. **Labor Local # 397 -Update: (Report Given by Vice Chairman George Blankenship)** Blankenship stated the Committee and this Union have not met for some time, but the next Special Personnel Committee meeting with the SOA office is Thursday, September 13th, 2012 at 5:00 p.m. for the Committee and 5:30 p.m. with the Union to discuss and negotiate again. Labor Local #397 includes SOA along with EMA and State's Attorney, but we are negotiating the SOA office first. **(For copy of Resolution, see Resolution Book 12, pages 249-250).**

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

1. **Resolution #2012-12: Resolution to appropriate funds for 1103 B-CA, Red Bridge Trail, Hillsboro Road District, 50% RD – 50% County Project -Approval:** Branum reported total Project Cost is \$15,000. County portion is \$7,500. **Motion by Branum, second by Graden to Approve Resolution #2012-12 to appropriate funds for 1103 B-CA, Red Bridge Trail, Hillsboro Road District, 50% RD – 50% County Project. Total Project Cost is \$15,000. County Portion is \$7,500. All in favor, motion carried. (See Resolution Book 12, pages 249-250).**
2. **Red Ball Trail Project -Update:** Branum reported that Engineer Smith stated an extension was granted until August 29th however the Red Ball Trail Project was still not completed. We are now on Day #7 past the deadline, so the contractor owes the County \$1,125 per day for liquidated damages. They were shaping the west ditch. Engineer Smith also reported that the contractor is aware of having to pay liquidated damages. Branum reported we met with Coffeen to see if they had any complaints and they did not.
3. **2013 Road & Bridge Committee Meeting Dates -Approval:** Branum reported the committee reviewed a list of committee meeting dates for 2013 on the Wednesdays before Full Board meeting. **Motion by Branum, second by Bishop to Approve the 2013 Road & Bridge Committee Meeting Dates. All in favor, motion carried. (See Resolution Book 12, page 251).**

APPROVAL OF 8 COMMITTEE REPORTS & MINUTES: Motion by Miles, second by Hitchings to approve the 8 committee reports and minutes with the deletion of Nicki Bishop in attendance at the B&G Committee per her request and under Finance Committee the Health Insurance increase of \$400,000 should not be "per year" per Hertel. All in favor, motion carried.

ANNOUNCEMENTS: Chairman Plunkett welcomed U of I Extension Unit Leader Amanda Cole who stated she is currently searching for a family life educator to teach classes. Also, she will be overjoyed to find an economic development educator to fill her old position as there were 100 retirees in from the U of I Extension system in May and June.

SCHEDULE CHANGES: Chairman Plunkett reported the following:

1. A reminder that the next Finance Committee Meeting is Monday, October 1st due to Columbus Day Holiday.
2. The next Special Personnel meeting with Labor Local #397 is Thursday, September 13th at 5:00 p.m. for the Committee and 5:30 p.m. with the Union.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Beck, second by Bone to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 19, Against – 0, Absent – 0, Abstain -1 (Moore). Motion carried.
2. Motion by Blankenship, 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 2012.

ADJOURN: Until the Full Board Meeting on Tuesday, October 9th, 2012 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Branum, second by Merano to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 9:51 a.m.

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

**Montgomery County Board
Minutes**

For Tuesday, October 9th, 2012 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, October 9th, 2012 in the County Board Room, 2nd floor 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 Graden, 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 Miles to approve the Minutes of the Previously County Board Meeting held on Tuesday, September 11th, 2012. 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 collections from fines and fees and Lemons replied these fines and fees are down in revenue compared to last year.
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** – 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** – Undersheriff Rick Robbins and Sheriff Vazzi were present for questions.
10. **T.B. Department Report** – Sally Adams was present for questions.
11. **V.A.C. Report** – *Including Annual Report* – Dave Strowmatt was present for questions.

APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA: Motion by Merano, second by Durbin to approve the 11 items on the Consent Agenda. All in favor, motion carried. Gasparich asked if the reports could be sent electronically in the future instead of using so much paper. Treasurer Jenkins stated his report can be emailed and some may want to ask IS Manager Bill Purcell for help. Chairman Plunkett replied that the Coordinator's office will see about offices emailing their reports if they can do so. Bathurst stated she asked for minutes to be emailed two years ago, but is also receiving paper copies and suggests receiving them by email only to save paper costs. Plunkett stated if reports are emailed, there must not be County Board business discussion in emails per Open Meetings Act requirements, since such discussion must be done at public Board meetings. Merano asked if the reports would still be available upon request in paper form, and Plunkett replied affirmatively. Hertel asked what happens if some are not sending their reports, and suggested the reports be emailed to Coordinator Daniels who then would email them to members. Daniels stated that county office holders are notified when reports are needed sooner due to holidays.

COMMITTEE REPORTS:

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

- 1. CEFS Report Given by Kristie Warfel -Update:** Per the County Board's request, CEFS representative Kristie Warfel returned to address the Board and reported that when she came six months ago, Central Illinois Public Transit was in the process of making changes. Warfel stated they now have a short term Operational Plan, which they are constantly re-evaluating to determine how they can expand and grow. A large mailer has been sent to various organizations, churches, agencies, etc. asking for their input, and their staff has given many presentations in Montgomery County, and in addition has had multiple phone conversations with agencies. Warfel reported 2,700 units in July, August, and September of 2011 and now units for the same months in 2012 total 3,177, which is almost an increase of 500 units transported. Warfel attributed this increase to more local contracts including with Fayco Enterprises and school districts. Member Graden asked what CIPT does for children, and Warfel replied they have school programs for kids, but try not to compete with the school bus. CIPT provides transportation to kids so they may receive a nutritious lunch, which sometimes includes activities there. She reported CIPT will bring students from school to sports activities, and takes kids from their daycare to preschool. She has also seen an increase in providing transportation for school children who fall under the mileage limit for school bus transportation. Hertel asked Warfel about a client who set up an appointment but didn't receive the requested transportation, and Warfel replied maybe there was a disconnect she wasn't aware of and pledged to check into it. Warfel reported that CEFS' office hours are 8:30 a.m. to 4:30 p.m. and the answering service gets calls after 4:30 p.m. and if an appointment is made or cancelled, the answering service notifies her or the manager. Before 8:30 a.m., messages go directly to the bus driver's email. CIPT has initiated new software and route schedules are entered in the system, and any management staff can see what is scheduled. This new system allows clients to make one call and schedule multiple pickups and routine pickups. Warfel reported they serve a seven county service area, and have found the software beneficial for the program. They are trying to track and see if they are missing an hour that is needed by the public. They have not yet implemented hours of 6:00 a.m. to 6:00 pm (eventually the hours will expand until 11:00 p.m.), but plan to soon. Warfel reported that software is now being initiated that allows access to all schedules within the entire CEFS region so that service remains seamless and also helps with reporting functions. Warfel offered to come back in six months when she comes to the County Board for their annual intergovernmental agreement and offered to bring a few CEFS vans to show members their operations. Chairman Plunkett asked when the 6:00 a.m. to 6:00 p.m. hours begin and Warfel replied she hopes they will be begin very soon, and stated she will continue to send monthly progress reports. Chairman Plunkett invited her to return in six months with further program updates.
- 2. CEFS Central Illinois Public Transit Monthly Progress Report -Update:** The monthly progress report was included at the front of County Board packets.

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

- 1. Historic Courthouse Renovations -Update:** Bone reported that Del Scott from Korte & Luitjohan Contractors addressed the committee regarding a few change orders that they have submitted for payment and rejected by Hurst-Rosche Engineers representative Brent Lance. The first change order in the amount of \$12,436.82 resulted from a problem with the elevator shaft found on January 18th, 2012, where Korte & Luitjohan had to build steel rails for the shaft and install anchors to hold masonry from coming down. Additional problems were found when the Elevator Inspector came and found a new ceiling needed to be constructed which Korte-Luitjohan completed on a Saturday to keep the project going. Conduit and phone wires

located in the shaft also had to be removed per the inspector. These issues had to be done to keep the project moving. Some of these issues were unforeseen since information was missing in the plans. Another change order for \$2,598.57 was submitted for electrical work to connect hot water heaters for two sinks that were not in the original bid specs. Lance stated the elevator was a potential area of concern because of the age of the building and not being able to see everything and that unforeseen circumstances are built in the contingency costs. The County paid Hurst-Rosche to oversee our project and they have the problem with the amount of the change orders. Lance stated there are portions of the claim that are legitimate claims but they were submitted about 5 months after the project. The committee agreed that Korte Luitjohan and their subcontractors did do a quality job on the project. From a budgeting standpoint, the funds are in the budget. After executive session in the committee, the committee directed Lance to review the change orders again and come up with a fair price to pay Korte-Luitjohan for the additional work they had to do on the elevator and the electrical work for the hot water heaters. The committee will hold a special meeting this Friday, October 12th, 2012 at 8:30 am at the Historic Courthouse to discuss the cost proposal from Lance. Once the committee agrees on a price for the change orders, Assistant State's Attorney Betsy Wilson will draft a letter to Korte-Luitjohan explaining the County's position for the amount to pay on the change orders. This issue must be presented to the full board to take action in November before the start of the new fiscal year on December 1st, 2012.

- **Dan Heise to do SOA heater install:** Bone reported Lance will talk with Heise to see if an electric coil could be installed in the air handler in the Supervisor of Assessments Office.
 - Bone reported he was notified that the light nearby the elevator on the second floor of the Historic Courthouse doesn't turn on quick enough.
2. **Annex Building Walls -Approval:** Bone reported that Lance recently met with Western Waterproofing to look at the brick on the front of the Annex Building per the committee's request from last May. Whenever there is a heavy rain, water has been coming in through the north and west walls, and there are a number of open joints by windows that are letting water in. Lance also has a concern that water is possibly coming in from some stone caps on the roof and suggests the caps be replaced with metal if the inspection shows a problem. Water is traveling through the brick and pushing through the walls. The proposal for Western Waterproofing to repair the bricks and mortar will be an amount not to exceed \$5,000. The Committee approved the proposal from Western Waterproofing to fix the north and west walls of the Annex Building for an amount not to exceed \$5,000. **Motion by Bone, second by Hitchings to Approve the Proposal from Western Waterproofing to fix the North and West Walls of the Annex Building for an amount not to exceed \$5,000. All in favor, motion carried.**
 3. **Maintenance Issues and Report -Update:** Bone reported maintenance staff is getting prices for materials to construct a wall in the basement office.
 4. **HVAC at Courts Complex -Update:** Bone reported the Committee discussed that Carrier has been here to analyze and do the work on the HVAC system at the Courthouse Complex. Hurst-Rosche's fee was \$1,384.50 to oversee the work with Carrier. Lance stated that he will check with Hurst-Rosche representative Tom Baker to see if the project is closed and will report back to the committee.
 5. **Proposal to Replace Exterior Pole Lights -Approval:** Bone reported that Dave Ronen of A & D Electric presented a proposal to replace the exterior pole lights in the parking lots at the Jail and the Courthouse Complex. There are a total of 17 exterior light poles and over 8 lights are out right now with replacement parts no longer available. Ronen presented an energy efficient fixture to replace the 17 units that has a 5 year warranty and will last over 15 years. Ronen reported that an Ameren agreement is available with a 5 year payback. The committee discussed the need to have efficient lighting for safety. The proposal to purchase and install 17

new exterior pole lights is \$5,321, and the Ameren Incentive rebate would be \$748 bringing the cost down to \$4,573. Projected energy savings would be \$912 per year, so the payback period would be less than 5 years. Ronen will complete the grant paperwork and Ameren will send the County a check for \$748. Bone stated the lights are dim and several are burned out. Graden asked if the poles were okay and Bone replied affirmatively and stated the new lights would be retrofitted on top. Gasparich asked how vendors like this are contacted for this work, and Bone responded that Ronen came to the County with the proposal. Miles reminded members that Ronen's company was also hired for the new lighting in the Board room. Chairman Plunkett stated if costs for projects are over \$20,000, they must be bid out, and if the costs are under \$20,000 they don't have to be bid out. **Motion by Bone, second by Graden to Approve the Proposal from A&D Electric to Replace 17 Exterior Pole Lights by the Courthouse Complex and Jail for a total of \$5,321.00. Voice Vote: For- 19, Against – 2 (Hertel, Merano). Motion carried.**

- 6. Space for MCWC Office -Update:** Bone reported the Committee discussed and declined a request to use a small space in the Historic Courthouse for the Montgomery County Water Company computer so that the new billing company from Dieterich, IL can upload and download the meter reading software each month. When the Montgomery County Water Company announced that they were changing their billing operations and vacating the basement office of the Historic Courthouse a couple of months ago, other arrangements were made for early voting in that area and there are no other areas of the building that have extra space. Bone stated that any room left on the 3rd floor will be used by County offices in the future.

Hertel asked about having Maintenance workers check lights in the County Board room for water leakage, and Bone confirmed they have been checked and water leakage was found and they have been repaired.

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

- 1. MCEDC -Update:** Deabenderfer reported the MCEDC Executive Board met last week. MCEDC has met with some local economic development groups. Megan Beeler was at the MCEDC meeting to give a report on the EDGE program. She is actively talking to businesses and would like to visit 25 a year. Jamie Powers with the Regional Office of Vocational Education was also present at the MCEDC meeting and spoke to them about available grant funds to purchase machines to teach welding. Four to five businesses have contacted MCEDC Executive Director Erika Kennett inquiring about the Revolving Loan Fund. Deabenderfer reported MCEDC is combating the issue of people being distrustful of government by giving presentations. Hertel stated he has been critical of MCEDC in the past, but after hearing from a local business owner recently that was happy someone visited and asked them to expand their business, he believes this is a positive approach. Chairman Plunkett stated it is an excellent focus to promote business expansion and if each business can hire one more full-time employee it would be like a new factory came into the county. Deabenderfer reported there are some Revolving Loan Board of Directors' terms that are expiring, and the MCEDC is working on getting some bankers to be appointed by the County Board to fill the vacancies, with four nominees under consideration: James Keller of First National Bank in Nokomis, Neil Jordan of First National Bank in Raymond, Randy McFarlin of First Community Bank in Hillsboro, and Justin Holderread of National Bank in Hillsboro. The next MCEDC Executive Board meeting will be January 3rd, 2013.
- 2. Arches Trail -Update:** Deabenderfer shared a copy of the NAGS newsletter that had an article about the Arches Rail Trail. The trail is now open for public use. He encouraged Board members and residents to become a member of NAGS for just \$5 as the group has accomplished much to date.

3. **Oil & Chip Green Diamond Bike Trail -Update:** Deabenderfer reported the oiling of the Green Diamond Trail was completed on Monday, October 1st, 2012. Last time the oil and chip lasted five years and he believes it will be too expensive to oil again in the future. Deabenderfer welcomes volunteers to help maintain the trail as NAGS did for Arches Trail.
4. **Career Fair -Update:** Deabenderfer reported the Macoupin/Montgomery Career Fair will be held on Thursday, October 25th at 3:00 p.m. – 7:00 p.m. and asked members to encourage their constituents to attend.
5. **IL Rivers Project -Update:** Deabenderfer reported Ameren will have several public hearings regarding new power lines north of Montgomery County if anyone is interested in attending.

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

Ambulance Call Reports:

A summary of monthly operations for *August 2012* is as follows:

Total calls: 357 Total amount billed: \$202,899.00 Amount collected: \$126,378.97

AMBULANCE REPORT:

1. **Collections -Update:** Moore reported Total Collections for **September** are **\$99,448.05** (Old System \$135.00, New System \$99,313.05)

EMA:

1. **Generators -Update:** Moore reported Director Holmes will order generators, cots and blankets for County shelters this fall.
2. **EMA Budget -Update:** Moore reported Holmes eliminated an additional \$3,000 from the FY 2013 budget. The Committee also discussed the \$5,000 in Capital Outlay in office 085 and decided to eliminate that item from the FY2013 Budget as well. He stated the budget is down to all that the EMA office needs.
3. **Fire Drill -Update:** Moore reported a Fire Drill was held September 28th, 2012 in the Historic Courthouse at 8:30 a.m. 1.) Those monitoring the exercise were as follows: Bill Purcell, Curt Watkins, Lloyd Meyer, Fire Chief Joe Lyerla and EMA. 2.) The time frame for everyone to exit the building was 3 minutes. 3.) All 3 floors of the building were checked making sure everyone was out. Moore reported the elevator did not lock out as required by building code and Lloyd was to check with Hurst Rosche to make sure this gets repaired. Moore also stated we will need to get Knox Boxes, and keys for Fire Alarm and Offices will need to be placed in the Knox Box for Fire Department use after hours.

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

1. **Sheriff's Department Replacement of Damaged Car-Approval:** Blankenship reported that the Sheriff's Department is asking for approval to purchase a new vehicle as their SUV was damaged and also had high mileage. He asked Undersheriff Rick Robbins to address the Board, and Robbins explained that the K9 vehicle hit a deer and this is one of the four vehicles they asked to replace at the Budget Hearings in July. The Insurance adjuster will reimburse \$9,144.89 less \$1000 deductible. Normally the trade-in values on used Sheriff vehicles are about \$3,000 to \$6,000. The trade in allowance is \$2,250 on the wrecked vehicle. Robbins stated there is a total of \$10,394 to contribute for a new vehicle, with funds coming directly from the General Fund. Chairman Plunkett asked if the new vehicle was a 2012 model and Robbins replied it is a 2013 model from Roger Jennings via a state contract bid. Moore asked what the County's total cost is and Robbins replied \$23,000 with \$20,000 coming from the General Fund and \$3,000 from the Sheriff's Drug Fund for the canine cage, lights and radio transfer. Treasurer Jenkins told the Committee there is enough funds in the Sheriff's Budget to cover the cost. **Motion by Blankenship, second by Deabenderfer to Approve the Purchase of a New Tahoe to Replace the Damaged K9 Vehicle from FY 2012 Budget. All in favor, motion carried.**

2. **Sheriff's Department Antennae Tower -Update:** Blankenship reported that emergency communication in the northern and eastern parts of the County is bad due to poor tower strength, and a local privately owned tower would help improve this communication. A meeting with the family who owns the tower on land near Cress Hill Cemetery took place over the summer. An inspection will need to take place to see if this tower will work for our radio and communication needs. Chairman Plunkett and Treasurer Jenkins have met with the family again recently to start negotiations. Moore asked if the new tower would replace the tower by the Jail and Undersheriff Robbins stated that both towers will be kept, but the Sheriff's antennas would be moved to the new tower and Highway Department's antenna to the current tower so everyone will have better communications.
3. **FY 2013 Budget Changes and Recommendations-Approval:** Blankenship stated the Revised FY 2013 Revenue and Expense Reports provided by Treasurer Jenkins are now in Board packets. One report is a comparison of the budgets for 2011, 2012 and 2013. Another showed the revised expenses and how much each General Fund office cut from their budget. Blankenship advised members to look over the draft of the budget for 30 days and if any errors are found to bring them forward. Only the changes will be given at next month's Board meeting. Merano feels the County Board members should cut their own budget by 50%. Chairman Plunkett stated Board pay has to be set six months before budget. Hertel stated the budget could be lowered, but Board members won't be paid. Hitchings reported the County Board budget was cut 5.73% as part of the recent Finance Committee request. Chairman Plunkett stated that the County Board budget is higher than last year due to the increased per diem and salary approved earlier this year. Bathurst stated she made a pledge not to take the pay raise and encouraged others to join her and not take the pay raise either. Hertel stated we could also reduce the budget by Board members not charging to go the liaison meetings once a month. Plunkett stated he could evaluate if it is necessary to send someone to each of these meetings and Hertel replied he believes we should still attend these meetings, just not be compensated for them. Plunkett stated we could also cut the committees from six members to five. Plunkett reiterated that Law states that County Board salary needs to be set six months before an election due to new members. Merano said that he feels as County Board members, we our not here for the money, but we should be here for the people of Montgomery County. Hertel stated that by cutting the County Board budget by 50%, this would mean it will run out of funds.
4. **Adopt FY 2013 Levy -Approval:** Blankenship reported the committee discussed the report showing the Aggregate Levy and tax extension amounts and since it is under 5%, there will not be a Truth In Taxation hearing. Chairman Plunkett stated the amount is the same as the estimated Levy approved last month. **Motion by Blankenship, second by Kuchar to Adopt the FY 2013 Aggregate Levy in the Amount of \$4,545,062 which represents a 4.9971% Increase Over Last Year. All in favor, motion carried.** Hertel stated the figure should be \$4,716,710 before election costs (\$171,646) are deducted, and Treasurer Jenkins agreed and stated we are allowed to adjust for election costs, which are excluded from Truth in Taxation purposes. Blankenship asked Jenkins if we can go over the 5% then take off Election Costs and Jenkins replied affirmatively. **Plunkett asked Blankenship and Kuchar if they would amend the last motion and they did so. Motion by Blankenship, second by Kuchar to Adopt the FY 2013 Aggregate Levy in the Amount of \$4,716,710 which after Election Costs are excluded represents a 4.9971% Increase Over Last Year. All in favor, motion carried. (See Resolution Book 12, page 252).**
5. **Montgomery County Public Disclosure of Total Compensation -Update:** Blankenship reported that by law, Treasurer Jenkins has to post any elected or appointed county employee who is compensated over \$75,000 per year on the County website. The total compensation includes Salary, Employer paid Health Insurance, Vehicle allowance, Vacation days earned and Sick days earned.

- 6. Job Salary Survey -Update:** Blankenship reported that the Committee discussed the preliminary reports for four offices that were submitted by U of I Extension representative Ron Duncan. The final report should be done by the end of October. Circuit Clerk Lemons asked if she could speak with Duncan regarding her office reports and Plunkett replied a schedule should be made next week to discuss issues with him. Bone asked if the job study will have an effect on the current year's budget and Plunkett replied it would if it is done in time. Bone stated he thought it was to have been done in time and Blankenship responded contact will be made with Duncan to check his status of completion.

H.W.E. COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:

- 1. Elections -Update:** Durbin reported County Clerk Sandy Leitheiser conducted Election Judge Training on Wednesday, October 3rd and Thursday, October 4th with County Election Judges. No-excuse absentee voting started on Thursday, September 27th and many voters have completed voting to date.
- 2. Recycling Program and Events:**
 - **Litchfield Drop Shed -Update:** Durbin reported the video surveillance cameras are up and running at the Litchfield Drop Shed and are being viewed by the City of Litchfield Police Department. Six signs have been put up to let people know that there is video surveillance on site at the Litchfield facility.
 - **Electronics Recycling Drive -Update:** Durbin reported the Electronics Drive will be held on Thursday, October 18th at 12:00 p.m. – 5:00 p.m. and Friday, October 19th at 8:00 a.m. – 3:00 p.m. at our Hillsboro Facility.
- 3. EPA Report -Update:** Durbin reported EPA Inspector Gonet shared reports from ILEPA on the Landfill Capacity numbers in the Region. Gonet also had a report on the county open dumps and landfill inspections. The Committee asked Gonet to check a number of abandoned cars in a municipality to see if this is an open dump issue or a nuisance issue. Sharon Kuchar reported to Committee that the Illinois Legislature has a bill pending regarding derelict vehicles. It is Durbin's opinion that we should help municipalities clean up.
- 4. Animal Control Facility and Program:**
 - **Animal Control Intake Summary -Update:** Durbin reported overall intake numbers are down compared to this time last year.
 - **Revenues & Expenses -Update:** The receivables and expenses are okay.
 - A Rabies Clinic will be held Saturday, October 6th. So far there are 80 animals registered. Link card people can sign up for their pets to receive free rabies shots.
- 5. ICRMT Property & Casualty Insurance Renewal -Update:** Durbin reported the Committee reviewed inventory reports for the County buildings and vehicles. The insurance renewal invoice should be submitted in November.
- 6. UCCI Dinner Meeting -Update:** Durbin reported the Annual UCCI awards meeting and dinner will be held on October 19th in Springfield at the Lincoln Museum at 6:00 p.m, with the deadline to register set for today's meeting. Also, Durbin reported that a Whiteside County Board member has been on the County Board there for 47 years and the County Board chairman for 22 years. He is 91 years old and is running for Board again and has received a plaque from the Governor.

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

- 1. Village of Irving – Pine Street -Update:** Branum reported Dale White from the Village of Irving was present for the meeting and stated that the Village doesn't have the money available and needs some financial help to do the repairs to Pine Street. The committee discussed the huge truck traffic using Pine Street which turns into the Coffeen/Irving blacktop that goes to the Ameren Power Plant and the Coal Mine. White was given contact information for those who could help with this situation.

2. **Red Ball Trail Project -Update:** Branum reported an expert came to check the road on Red Ball Trail on Friday, and according to Engineer Smith, the expert said it was a little rough. A study will be performed with an instrument to photograph the surface to see if it meets the specifications. Allen Henderson & Associates are looking for someone that can perform the test. Merano asked who pays for this testing, and Smith replied since this is a local project the County is required to pay for testing and the cost is unknown. If the results fall outside of the specs, the contractor will pay. Smith will bring the proposed cost to the county to the next Road and Bridge Committee meeting.
3. **P.E. Agreement with McDonough-Whitlow, CH-1, Taylorville Road -Approval:** Branum reported the Taylorville Road is located north out of Nokomis on the County line. McDonough-Whitlow will do a Preliminary Engineering survey with IDOT in order to give a cost estimate and tell us what we are dealing with for this project. The agreement's maximum cost would be \$17,200. If the cost for the project comes back favorable, the information from the survey can be used to help draw up the Preliminary Engineering Plans. **Motion by Branum, second by Durbin to Approve the Preliminary Engineering Agreement with McDonough-Whitlow for a maximum amount of \$17,200 to complete a Preliminary Engineering Survey for the Taylorville Road near Nokomis. Voice Vote: Against -1 (Moore). Motion carried. (For Copy of Agreement, See Resolution Book 12, pages 253-261).**
4. **North 23rd Avenue, Raymond Road District, Township Bridge Letting Date -Update:** Branum reported the Letting will be scheduled for Wednesday, October 24th at 8:30 a.m.
5. **Striper Unit -Update:** Branum reported Engineer Smith stated that he can advertise for bids on the Striper Truck. The Committee approved for Engineer Smith to take care of the bid for the Striper Truck.

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

1. **County Holiday Schedule for 2013 -Approval:** Kuchar reported the Committee reviewed and approved the proposed Holiday Schedule for 2013.

January 1, 2013	New Year's Day	Tuesday
January 21, 2013	Martin Luther King Jr. Day	Monday
February 18, 2013	President's Day	Monday
March 29, 2013	Good Friday	Friday
May 27, 2013	Memorial Day	Monday
July 4, 2013	Independence Day	Thursday
September 2, 2013	Labor Day	Monday
October 14, 2013	Columbus Day	Monday
November 11, 2013	Veteran's Day	Monday
November 28, 2013	Thanksgiving Day	Thursday
November 29, 2013	Day after Thanksgiving	Friday
December 25, 2013	Christmas Day	Wednesday

Motion by Kuchar, second by Bishop to Approve the Holiday Schedule for 2013 for the County. (For copy, see Resolution Book 12, page 257).

2. **Employee Time Off Quarterly Reports -Update:** Kuchar reported all departments have turned in their reports and the Committee is reviewing them.
3. **Employee Insurance Meetings with Consociates -Update:** Kuchar reported a representative from Consociates Dansig was here September 21st and 24th to explain increases and health insurance changes to the County employees.
4. **Sheriff's Dept. Union Contract Negotiations with Local Laborers #773 -Update:** The Committee discussed the status of the Sheriff's Department Union Contract. Kuchar reported at this time we are still in discussions. Hertel asked if we need another meeting and Plunkett replied the Personnel Committee will discuss at the regular meeting.

5. **Labor Local # 397 Contract -Update:** (Report Given by Vice Chairman George Blankenship) The Committee discussed the status of the SOA Union Contract. Blankenship reported the Committee thought we had an agreement on the contract, but according to Mr. Traylor there are a few issues yet, so we need another meeting with Mr. Traylor. Gasparich asked if members could have a listing of all County Unions and what employee groups are represented by them and Hertel replied that Coordinator Daniels has that information and will provide it for members.

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

SCHEDULE CHANGES: Chairman Plunkett reported the following:

1. There will be a special Building & Grounds Committee meeting on Friday, October 12th, 2012 at 8:30 a.m. in the County Board Room.
2. A reminder that the next Finance Committee Meeting is Monday, November 5th due to Veterans' Day Holiday the following week.
3. A reminder that the next EMA Committee Meeting is Monday, November 5th due to Election Day.

Bone asked if a group picture of County Board members could be taken after next month's meeting and Chairman Plunkett replied affirmatively and asked Coordinator Daniels to schedule it with photographer Bruce Sanford.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Merano, second by Wendel to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 20, Against – 0, Absent – 0, Abstain -1 (Moore). Motion carried.
2. Motion by Blankenship, second by Bone to pay all other approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2012.

RECESS: Until the Full Board Meeting on Tuesday, November 13th, 2012 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Branum, second by Hitchings to recess the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 10:00 a.m.

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

**Montgomery County Board
Minutes**

For Tuesday, November 13th, 2012 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, November 13th, 2012 in the County Board Room, 2nd floor 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 by Undersheriff Rick Robbins in honor of Veterans Day.

Mileage and Per Diem Approval:

Motion by Miles, 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 Merano to approve the Minutes of the Previously County Board Meeting held on Tuesday, October 9th, 2012. All in favor, motion carried.

CONSENT AGENDA:

1. **Chief Assessment Officer's Report** – Ray Durston was present for questions.
2. **Circuit Clerk's Report** – was submitted. Circuit Clerk Holly Lemons came to meeting later.
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 wished those board members leaving well and stated he welcomes newly elected members and that that the Treasurer's office is always open for all.
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** – Undersheriff Rick Robbins 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 Bishop, second by Wendel 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. **CEFS Central Illinois Public Transit Monthly Progress Report -Update:** The monthly progress report was included at the front of County Board packets.
2. **U of I Extension Pamphlet -Update:** Extension Director Amanda Cole was present and provided a U of I Services pamphlet for Board packets. She reported that a candidate for the Economic Development Educator position moved to Chicago, so their job search continues to fill that position.

- 3. Coal Royalty Payment -Update:** Chairman Plunkett reported the coal royalty payment of \$112,505.01 received in October as a large amount. November will also be a large month at \$158,000 received. He stated payments are making a dramatic increase and the Board will continually be informed.

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

- 1. Historic Courthouse Renovations -Update:** Bone reported the following:
 - Change order was settled for \$6,063.14. Last pay application to Korte-Luitjohan is \$16,063.14.
 - Lance reported that the punch list has been completed.
 - The sensitivity on the light sensors by the SOA need to be adjusted.
- 2. HVAC at Courts Complex -Update:** Bone reported that Tom Baker from Hurst-Rosche Engineers stated that the switches on the HVAC system do not need to be replaced. Baker stated their recommendation is to go to a different HVAC System in the next few years because this system is now about 20 years old, and Hurst-Rosche thinks there are approximately 3 to 5 years left on the current HVAC system at the New Courthouse. Johnson Controls put stage timers in the system to help stop the short cycling, and three or four timers were added to prevent a unit from turning on so that oil could not get in the compressor. Baker stated that Carrier would prefer to see their method of controls on the unit and Johnson Controls replaced with more sophisticated controls so that the system would not short cycle and get oil in the compressors. Hurst-Rosche recommends not spending the \$2,000 that originally was asked to spend and Bone stated down the road this needs to be checked out. Baker stated he can check to see if an Ameren Rebate is available in the near future to replace the HVAC System at the New Courthouse.
- 3. Shindler Extended Warranty Agreement -Update:** Bone reported the committee received information last month from Schindler for a two month extended warranty for the Elevator in lieu of fixing the scratch in the back wall. The committee decided last month that 2 months were not acceptable and wanted 6 months extension on the warranty instead. Schindler Elevator came back with a 6 month extended warranty agreement which was approved by the committee.
- 4. Annex Building Walls -Update:** Bone reported Western Waterproofing was here in the last few weeks to seal the west and north walls of the Annex building, and after that visit, rains did not flood the area, so hopefully this seal was successful. Brent Lance had pictures taken of the old tile caps on the roof of the Annex Building to show the amount of deterioration and recommended a low cost solution. Lloyd Meyer called Young's Roofing to look at the issue and submit a price to replace the caps. Lance suggested putting a metal cap over the tile as the least expensive option. Lance also stated that the County doesn't want to repaint or reseal the north wall until the caps on the roof have been fixed. Bone reported the north wall is in bad shape and has been from the start, but the roof area needs to be fixed first.
- 5. Maintenance Issues and Report -Update:** Bone reported the following:
 - Committee approved 4 new window shades for the GIS Office.
 - Circuit Clerk wall was painted by Meyer.
 - Basement office walls will be constructed after the Water Company moves out at the end of December.
 - Motion Sensor in the 3rd floor hall was moved to the middle of the hallway.
 - Dishwasher at the Jail had a new part replaced.
 - Water shut-off on the faucet in the men's room on the 1st floor needs fixed and will be addressed.

6. **Exterior Pole Lights Rebate -Update:** Bone reported the Committee learned that we will receive a larger rebate from DCEO to replace the exterior lights in the parking lots at the New Courthouse. The rebate will be \$1275 instead of \$748.

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

1. **MCEDC -Update:** Deabenderfer reported the MCEDC Board met and reviewed contracts with three part-time MCEDC employees on Thursday, November 1st, 2012. They recommend to the MCEDC Executive Board that all three contracts be extended. Erika Kennett will be the Executive Director, Nancy Slepicka will be re-hired for grant writing and an EDGE Program person will need to be hired. The next Executive Board meeting will be in January 3rd, 2013 and contracts will be voted on at that time.
2. **Revolving Loan Fund Board -Update:** Deabenderfer reported the Committee approved and recommends the appointment of four new members to the Revolving Loan Fund Board at the end of the Full Board meeting: James Keller of First National Bank in Nokomis, Neil Jordan of First National Bank in Raymond, Randy McFarlin of First Community Bank in Hillsboro, and Justin Holderread of National Bank in Hillsboro.
3. **Green Diamond Bike Trail -Update:** Deabenderfer reported the invoice to oil & rock the Green Diamond Bike Trail was \$10,900, which was under the budgeted amount of \$20,000. Marsh recommended a new method be used, which provided the savings. Deabenderfer stated the trail is oiled every 4-5 years.
4. **EZ Seminar -Update:** Deabenderfer reported Coordinator Daniels attended the Fall Enterprise Zone Conference on Thursday, Nov. 8th, 2012 in Springfield.
5. **West Central Development Council Comprehensive Economic Development Planning Report -Update:** Deabenderfer reported Mike Cavanaugh from the West Central Planning Commission sent a Resolution to adopt the Comprehensive Economic Development Planning Report. Deabenderfer will proofread the Comprehensive Planning Report and have it available at the next Economic Development Committee so the Full Board can approve the resolution at the December Full Board meeting.

EMA/AMBULANCE COMMITTEE REPORT: Given by Vice-Chairman Jarod Hitchings as follows:

Ambulance Call Reports:

A summary of monthly operations for *September 2012* is as follows:

Total calls: 322 Total amount billed: \$181,263.70 Amount collected: \$99,448.05

AMBULANCE REPORT:

1. **Collections -Update:** Hitchings reported Total Collections for **October** are **\$97,869.65** (Old System \$430.50, New System \$97,439.15)

EMA:

1. **Knox Box -Update:** Hitchings reported three Knox boxes have arrived and Meyer has been notified. One will be put on the Courthouse Annex building, one on the west side of the Historic Courthouse, and one on the east side of the New Courthouse by the maintenance door. These are heavy duty boxes that hold keys in case of fire.
2. **County EOP – Resource Management -Update:** Hitchings reported that Director Holmes stated that someone or some county office representative needs to fill this role for the County EOP. Holmes has completed 8 of the 29 sections of the EOP manual. Jim Moore stated that this can be handled after the election as to who will fill this role.

3. **MABAS/HazMat Prior Approval on County Funds -Update:** Hitchings reported that Director Holmes stated these groups are going to have to watch their spending, and reported that \$127.44 was spent to winterize the two MABAS Dive boats which should have come from the MABAS 56 money collected for dues. County funds were set up only for emergency repairs such as replacement of damaged equipment or purchase of “much needed” equipment. Director Holmes recommended that any purchase either group would like to make must be approved by the EMA committee prior to purchase if using County money. The Committee approved her recommendation that any proposed expenditures from HazMat, MABAS and Dive Team must have Committee approval prior to spending County funds.
4. **Regional Meeting -Update:** Meeting will be held on November 9th, 2012, and Hitchings reported new information will be presented for the upcoming year. A statement from IEMA states the following: *“Over the past 18 months strategic plans have been revised to look into the future and what this discipline will need to go forward into the new era”*. One need from IEMA is that the public sector needs to be involved in emergency preparations. Holmes and Ulrici will be attending this training, and Holmes also attended a pipeline meeting on November 5th in Carlinville.
5. **Training -Update:** Hitchings reported the OMA on-line class was completed on October 30th, 2012.
6. **Shelters -Update:** Hitchings reported cots and blankets have been ordered, and Cots (25) will be ordered at \$39 each and one bale (30) of blankets will be ordered for \$141 per bale. The total cost of \$1,344.73 includes shipping. Blankets and cots will go to Latter Rain Ministries in Litchfield and shelters in Butler and Farmersville. Generators have been ordered and will be here in November.
7. **Hurricane (East Coast) -Update:** Hitchings reported Holmes will try and keep up with what worked and what didn’t the East Coast as they clean up after the recent hurricane.
8. **RR Crossing at Fox Hunt Trail in Coffeen -Update:** Hitchings reported Drury Emerson told the committee that the railroad crossing (Northfolk & Western) is blocking his driveway at his residence of 41 years. Road Commissioner Steve Voyles is getting in touch with ICC to get a crossing at Fox Lane. Safety issues needing addressed include: brush cut, lights installed at crossing, blow horn. Moore will seek answers for questions such as how long a train can legally block a crossing, and Emerson will monitor how long the train is on the track and how many trains a day pass through.

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

1. **Revolving Loan Fund -Update:** Blankenship reported the Revolving Loan Fund reports are up to date and in Board packets. Two loans are being paid on a regular basis and one is in bankruptcy.
2. **County Offices’ Bank Accounts -Update:** Blankenship reported the Committee reviewed County Offices’ Bank Account reports and everything seems to be in order.
3. **Job Salary Survey -Update:** Blankenship reported the following:
 - **Invoice timing for budgets:** We have until December 30th, 2012 to get an invoice once the final product is final and delivered.
 - **Salaries:** With Union negotiations going on, salaries will be discussed when the final product of the Job Study is delivered.

4. **FY 2013 Budget Changes and Recommendations –Disapproval:** Blankenship reported that Treasurer Jenkins stated only one small change in the Circuit Clerk’s Budget was made for about \$4,000 and this can be handled next year, so the Budget distributed to members at last month’s meeting is now ready for approval. Hertel stated he believes Board members should not be paid \$75 per meeting as liaisons to attend extra meetings, since others serving on most of those boards don’t get paid. Hertel said that mileage should be paid, but not \$75 per meeting. Hertel stated it was suggested a reduction in county board expenses could be accomplished by cutting the number of committee members serving on a committee and if members ask not to be paid, but he wants to cut all per diem for attending extra meetings. **Motion by Hertel, second by Merano to cut \$11,000 from the FY 2013 County Board budget for per diem expenses that Board members incur to attend as liaison to other boards & organizations’ meetings.** Discussion: Deabenderfer stated his position doesn’t win votes, but he is tired of becoming apologetic for taking money for going to meetings. He believes Board members should be paid for their time unless they choose not to, in which case they shouldn’t voucher for it. He stated he wants and needs the money and should not apologize for getting paid. Helgen stated the County gets paid back \$400 from UCCI when he and Durbin goes and if there is no cost to the County, then Board members should get paid. Merano stated we are here as County Board members, and if a member needs money they receive from the County Board to survive then they shouldn’t be on the Board. Deabenderfer doesn’t want to see the County Board become an elitist group where only the rich can serve on the Board, and stated there is a difference between volunteering and assignment. He stated if he volunteers for something, he doesn’t expect to be paid, but if he’s asked to do it, he should be paid. Merano stated the County Board should cut their budget by more than 5%. Hertel stated he hopes the coal money will be here for us, but if other offices are asked to cut, he doesn’t see why the Board shouldn’t do so also. Miles made it clear that no County employee took a reduction in salary, which this change would require County Board members to do. Chairman Plunkett listed the liaison organizations/committees in discussion, which are as follows: 911 Board, CEFS Board, Health Department Board, Illinois Association of County Officials, Information Steering Committee, Montgomery County Water Board, Senior Citizens Board, United County Council of Illinois, U of I Extension Service, Veterans Assistance Board, West Central Development Council, and Workforce Investment Board. Bone stated IACO is an all-day meeting which requires leaving at 7 a.m. and returning at 5 p.m. so members should continue to get per diem. Durbin agreed with Bone and stated he leaves 6:30 a.m. and gets home around 3 p.m. and believes the Board needs to maintain a liaison to UCCI because of all the information heard there concerning Illinois counties. Kuchar stated she sometimes goes two times a month to the West Central Development Council in Carlinville and should not donate her time to serve there. Hitchings agreed with Kuchar, saying with WCDC there is important networking with other county representatives which helps members to see what is working and what is not. He stated WCDC liaison assignment is very time consuming as they get phone calls and emails and he would hate to see participation drop if members are not paid. Merano stated he is not a rich person, and he would have seconded this motion whether or not he was re-elected. Branum stated members might not attend these extra meetings if they are not paid. **Motion by Hertel, second by Merano to Remove \$11,000 from the FY 2013 County Board Budget for Per Diem Expenses that Board Members Incur to Attend as a Liaison to Other Boards & Organizations Meetings. Roll Call Vote: Ayes - 7, Nays – 11, Present - 1. *Those Voting Aye: Bathurst, Beck, Bishop, Gasparich, Graden, Hertel, Merano. Those Voting Nay: Blankenship, Bone, Deabenderfer, Durbin, Helgen, Hitchings, Kuchar, Miles, Plunkett, Wendel, Williams. Voting Present: Branum. Those Absent: 2 (Komor, Moore).* Motion failed.**

5. **Fiscal Year 2013 Levies -Approval:** Resolutions read by State's Attorney Matoush as follows:
- **Resolution #12-13:** Resolution to Adopt the Fiscal Year 2013 Financial Appropriation Ordinance for **\$21,174,590.00**. Motion by Blankenship, second by Kuchar. **Roll Call Vote:** Ayes - 15, Nays – 4. *Those Voting Aye:* Bathurst, Beck, Bishop, Blankenship, Branum, Deabenderfer, Durbin, Gasparich, Graden, Helgen, Hitchings, Kuchar, Plunkett, Wendel, Williams. *Those Voting Nay:* Bone, Hertel, Merano, Miles. *Those Absent:* 2 (Komor, Moore). Motion carried. (For copies of Resolutions #12-13 through #12-32, see Resolution Book 12, pages 258-278).
 - **Resolution #12-14:** Resolution to pass the General Corporate Fund levy for the current taxable year for **\$806,000.00**. Motion by Blankenship, second by Graden. All in favor, motion carried.
 - **Resolution #12-15:** Resolution to pass the County Health Department levy for **\$398,000.00**. Motion by Blankenship, second by Gasparich. All in favor, motion carried.
 - **Resolution #12-16:** Resolution to pass the Illinois Municipal Retirement Fund levy for **\$882,000.00**. Motion by Blankenship, second by Hitchings. All in favor, motion carried.
 - **Resolution #12-17:** Resolution to pass the Social Security Fund levy for **\$526,900.00**. Motion by Blankenship, second by Miles. All in favor, motion carried.
 - **Resolution #12-18:** Resolution to pass the levy to pay the costs of Insurance Premiums for **\$373,000.00**. Motion by Blankenship, second by Durbin. All in favor, motion carried.
 - **Resolution #12-19:** Resolution to pass the Tuberculosis Care and Treatment Fund levy for **\$90,800.00**. Motion by Blankenship, second by Bathurst. All in favor, motion carried.
 - **Resolution #12-20:** Resolution to pass the County Highway Fund levy for **\$398,000.00**. Motion by Blankenship, second by Branum. All in favor, motion carried.
 - **Resolution #12-21:** Resolution to pass the County Highway Federal Aid Matching Fund levy for **\$199,000.00**. Motion by Blankenship, second by Bone. All in favor, motion carried.
 - **Resolution #12-22:** Resolution to pass the Special Aid to County Bridge Fund levy for **\$199,000.00**. Motion by Blankenship, second by Helgen. All in favor, motion carried.
 - **Resolution #12-23:** Resolution to pass the levy for the Litchfield Special Service Area in the amount of **\$182,500.00**. Motion by Blankenship, second by Kuchar. All in favor, motion carried.
 - **Resolution #12-24:** Resolution to pass the levy for the Hillsboro Special Service Area in the amount of **\$90,000.00**. Motion by Blankenship, second by Merano. All in favor, motion carried.
 - **Resolution #12-25:** Resolution to pass the levy for the Nokomis/Witt Special Service Area in the amount of **\$138,000.00**. Motion by Blankenship, second by Graden. Voice Vote: 18 - Yes, 1 - Present (Gasparich), 0 – No. Motion carried.
 - **Resolution #12-26:** Resolution to pass the levy for the Raymond/Harvel Special Service Area in the amount of **\$51,000.00**. Motion by Blankenship, second by Bishop. All in favor, motion carried.
 - **Resolution #12-27:** Resolution to pass the levy for the Farmersville/Waggoner Special Service Area in the amount of **\$68,000.00**. Motion by Blankenship, second by Beck. All in favor, motion carried.

- **Resolution #12-28:** Resolution to pass the levy for the County Extension Service for **\$154,910.00**. Motion by Blankenship, second by Hitchings. All in favor, motion carried.
 - **Resolution #12-29:** Resolution to pass the levy for Senior Citizen Social Services for **\$80,000.00**. Motion by Blankenship, second by Bathurst. All in favor, motion carried.
 - **Resolution #12-30:** Resolution to pass the levy for Veterans Assistance for **\$79,600.00**. Motion by Blankenship, second by Wendel. All in favor, motion carried.
 - **Resolution #12-31:** Resolution to set Salaries for the following Department Heads: Supervisor of Assessments - **\$53,748.00**, Probation Officer - **\$54,625.00**, and Assistant Probation Officers - **\$156,305.00**. Motion by Blankenship, second by Hitchings. All in favor, motion carried.
 - **Resolution #12-32:** Resolution to Authorize State's Attorneys Appellate Prosecutor and to appropriate the sum of **\$11,000.00**. Motion by Blankenship, second by Miles. All in favor, motion carried. (For copies of Resolutions #12-13 through #12-32, see Resolution Book 12, pages 258-278).
6. **PASSING The Fiscal Year 2013 Budget & Revisions - Approval:** Motion by Blankenship, second by Deabenderfer to Approve the Fiscal Year 2013 Budget & Revisions which Includes all the above mentioned Levies and Appropriations. Voice Vote: 18 – Yes, 1 – No (Bone). Motion carried. Gasparich stated he appreciates all the work on the budget, but the County is spending more than last year and needs to be very careful next year. The 5% cut we made was good, but we still need to watch our spending. Bone responded that the County's largest office's budget did not cut 5% when other offices did, and he has a problem with that.

H.W.E. COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:

1. **Elections -Update:** Durbin reported that County Clerk Sandy Leitheiser provided members the General Election Unofficial Canvass for the November 6th, 2012 Election. She reported that the Election went smoothly and there were no issues at the polls, and there was over 2,100 early/absentee votes and an overall 67% voter turnout. There were some equipment problems, with three M100 tabulators and one Automark replaced with the spare units that were purchased by the Board this past summer. Durbin stated he was on-site at the Historic Courthouse during early voting and believes there is not enough handicapped parking on the west side of the courthouse, and suggested talking to the City of Hillsboro to see if more handicapped parking can be provided during Early Voting.
2. **Recycling Program and Events -Update:** Durbin reported the Electronics Recycling Drive went well with over 72,000 lbs. (four semi-loads) collected. The County has had five drives since 2009 and have shipped out over 408,000 pounds of electronics, which is 21 semi-loads of equipment. This is the first year that Com2 has started paying us a few cents a pound which comes to over \$3,000. Durbin stated we need to keep up the Electronic Drives, since many people still have electronics to get rid of.
3. **IPRF Workers Compensation Quote -Approval:** Durbin reported that Affiliated Insurance Agencies President Jeff Weis addressed the Committee regarding the Illinois Public Risk Fund. Last year the premium was \$85,549 and a 5% rate increase was recommended. This year the premium is \$84,791, and only three claims have been turned in for a total of \$2,548.86. Weis announced that Montgomery County qualifies for a \$2,400 safety grant with the application due by March 15th, 2013. **Motion by Durbin, second by Bathurst to Approve the IPRF Premium for Workers Compensation in the amount of \$84,791. All in favor, motion carried.**

4. **Property Casualty Insurance Renewal -Approval:** Durbin reported that ICRMT-Illinois Counties Risk Management Trust Broker Paul Hamrock addressed the Committee regarding Property Casualty Insurance, and informed them that the premium is \$214,323 this year. Durbin reported all office holders get a letter from the Treasurer regarding inventory count and stated the importance of tracking the total amount of inventory in all offices. He told of a situation where another county had a fire and lost equipment they weren't aware they had in a shed. **Motion by Durbin, second by Hitchings to Approve the ICRMT Policy Premium Invoice for Property Liability for \$214,323. All in favor, motion carried.**
5. **Animal Control Facility and Program -Update:** Durbin reported the following:
 - **Animal Control Intake Summary:** The pound is almost full.
 - **Rabies Clinic:** At the clinic on October 6th, 76 rabies shots and 30 parvo shots were given. **Municipalities Contracts:** New contracts have been signed and returned by several municipalities. Waiting on nine municipalities to respond.
 - **Free-roaming Cat Room:** Richardson would like to start a fund for a future 8x10 free-roaming cat room instead of caging. She will be talking with PAWS CARE on November 12th about the possibility of a fundraiser by them with monies donated to construct the cat room.
 - **Panic System/Fire Alarm:** Richardson reported that the Panic System from Wareham's was installed at the facility.

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

1. **Raymond Road District, TBP Letting Held on October 24th, 2012 -Update:** Branum reported we are waiting on more information before awarding the bid.
2. **Red Ball Trail Project -Update:** Branum reported corrective action will take place by the contractor.
3. **County MFT Maintenance Resolution -Approval:** Branum reported Engineer Smith estimates about \$1 Million for MFT funding for FY 2013. **Motion by Branum, second by Williams to Approve the County Motor Fuel Tax Maintenance Resolution. All in favor, motion carried.** Chairman Plunkett stated this fund is used to oil and chip roads. (See Resolution Book 12, page 279).
4. **Amended Resolution #2012-13, S. Litchfield B-CA, Crabtree Trail, Replaces Resolution #2012-05 -Approval:** Branum reported the original project estimate cost was \$59,000. There were some additional labor costs. The difference is a 50%/50% cost share with South Litchfield Township. Total Cost \$68,042.48. County's Portion \$34,021.24. **Motion by Branum, second by Kuchar to Approve the Amended Resolution #2012-13, S. Litchfield B-CA, Crabtree Trail, which Replaces Resolution #2012-05. Total Cost \$68,042.48. County's Portion \$34,021.24. All in favor, motion carried. (See Resolution Book 12, pages 280-281).**
5. **Structure 068-3033, Irving North County Bridge -Update:** Branum reported Engineer Smith stated he received a letter from IDOT to close this Bridge on North Irving Road. Hurst-Rosche is working on design plans. IDOT checked out the Engineer report and found timber pilings are worse than they thought. Bridge is closed. Engineer Smith also reported that this Bridge is designed to use Federal funds and had a two year wait to begin the project. Engineer Smith recommends using local funds so it can be replaced next summer.
6. **Sale of Paint Striper Truck -Approval:** Branum reported we received one bid for the Striper Truck. **Motion by Branum, second by Bone to Sell the Paint Striper Truck to the City of Litchfield for \$3,450. All in favor, motion carried.**

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

1. **Job Salary Survey -Update:** Kuchar reported Ron Duncan from the U of I Extension presented the draft of the Job Study Self Evaluation on County positions. Duncan stated that 100% of the employees participated and there was excellent cooperation with employees, department heads and office holders. On the job survey, the employees were asked to rate the physical aspect of their job. During Mr. Duncan's analysis three things were reviewed. 1.) Job Analysis compared to Job Description. 2.) Researched O'Net Database to select closest associated Standard Occupation Code (S.O.C.) and provided a synopsis of tasks, skills, knowledge and abilities of the reported positions. 3.) Extracted and reported salary data on the state and national level for these SOC's as well as data from comparative counties in Illinois. Three counties were selected to compare with Montgomery County, with their selection based on size, demographics and Equalized Assessed Evaluation (EAV). The research found that Montgomery County is well within the boundaries of pay and job demands based upon the aligned position descriptions associated with the O*Net database. A large majority of jobs in the County are no less than 86% of the state average with many well in excess of the median wage rate of the comparative positions surveyed. However, Duncan reported that there are some large ranges of salaries for the same relative positional skill sets based upon the work unit assigned, time in service, and current position title. In some cases, this difference is as much as 110%, which Kuchar said is a big difference. Job descriptions as they currently exist need some attention also, according to Duncan. They are basically accurate but need standardized, consistency and alignment to the physical and environmental conditions on the positions they describe. Mr. Duncan recommends the following: Get Job Descriptions correct and aligned, set Wage Scales for similar skill based positions, centralize Human Resource Services and accountability for salary and ranges to be identified. The final job survey doesn't have to be enacted by November 13th and the budget could be changed later. There is also a need to get salary ranges for the positions. Duncan replied that this was not in the scope of work that was proposed. The committee went into Executive Session to further discuss the Job Study and no action was taken at that time.
2. **Circuit Clerk's Union Local #148 -Update:** A Special Personnel Meeting was on Monday, October 29th at 5:00 p.m. at the PBC Room. The next meeting will be held on Monday, November 26th, 2012.
3. **EXECUTIVE SESSION -Approval:**
 - **Go Into Executive Session:** Motion by Kuchar, second by Graden to Enter Into Executive Session to Discuss Four Union Contracts. All in favor, motion carried. Session starts at 9:48 a.m.
 - **Come Out of Executive Session:** Motion by Kuchar, second by Bone to Come Out of Executive Session. All in favor, motion carried. Session ended at 9:54 a.m.
4. **Sheriff's Dept. Laborers Local #773 Contract -Approval:** Motion by Kuchar, second by Hitchings to Approve the Union Contract with the Sheriff's Laborer's Local #773 Based on the Acceptance from the Union members. All in favor, motion carried.
5. **Labor Local # 397 Three Contracts -Approval:** The Employees in the three new unions have already voted to approve their union contracts.
 - **Motion by Blankenship, second by Miles to Approve the Union Contract with Local #397 for the SOA Office Employees. Voice Vote: Kuchar Abstained. All in favor, Motion carried.**

- **Motion by Blankenship, second by Merano to Approve the Union Contract with Local #397 for the State’s Attorney Office Employees. Voice Vote: Kuchar Abstained. All in favor, Motion carried.**
 - **Motion by Blankenship, second by Graden to Approve the Union Contract with Local #397 for the EMA Office Employees. Kuchar Abstained. All in favor, Motion carried.**
- Blankenship stated Salaries are still open on these contracts and as soon as the salary study is completed, wages will be finished.

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

ANNOUNCEMENTS: Chairman Plunkett reported the following:

1. **Chairman Plunkett read the Resignation Letter from Board member Terry Bone effective November 30th, 2012. Motion by Hitchings, second by Bathurst to Accept Terry Bone’s Resignation from the County Board Effective November 30th, 2012. All in favor, motion carried.** Bone explained this resignation must begin one day before his term ends due to IMRF procedures. Plunkett stated he will not appoint another board member for one day.
2. **Motion by Merano, second by Hitchings to Accept the Resignation of Eugene Mitchell from the Litchfield Airport Authority Board. All in favor, motion carried.**
3. **Holiday Luncheon will be Wednesday, December 19th from 11:00 a.m. to 1:30 p.m. at St. Paul’s Lutheran Church basement.**
4. **New Photo of Board members will be taken right after the meeting today.**
5. **Board Reorganization Meeting will be Monday, December 3rd, 2012 at 8:30 a.m. to swear in new Board members, draw lots for terms and appoint a new chairman.** County Clerk Leitheiser will lead the lottery for terms. Leitheiser explained a lottery will be held to determine which Districts will start with two year terms and which four year terms, which is the same procedure used for 20+ years.

SCHEDULE CHANGES:

1. **A Special Personnel Meeting with the Circuit Clerks’ Union #148 will be held Monday, November 26th at 5:00 p.m. in the PBC room.**

APPOINTMENTS:

1. **Motion by Williams, second by Beck to Reappoint Greg Weitekamp as Commissioner to the Pitman-Zanesville #2, County Zone #33, Drainage District for a three year term which expires December 31st, 2015. All in favor, motion carried.**
2. **Motion by Deabenderfer, second by Miles to Appoint James Keller of First National Bank in Nokomis, Neil Jordan of First National Bank in Raymond, Randy McFarlin of First Community Bank in Hillsboro, and Justin Holderread of National Bank in Hillsboro to the Revolving Loan Fund Board for a three year term which expires July 2015. All in favor, motion carried.**

Chairman Plunkett recognized the eight members leaving the County Board after the Election and presented them with a wall clock plaque with their name and years of service. Those members are George Blankenship and Terry Bone at 10 years, Bob Durbin at 16 years, Ed Helgen at 20 years, Jarod Hitchings at 4 years, Frank Komor at 12 years, and Scott Merano and Dennis Williams at 2 years. As these Members were individually introduced, among their remarks, they thanked the Board and commended members on the Board's accomplishments, and thanked the community, Chairman Plunkett and Coordinator Daniels. Chairman Plunkett announced he would not seek another term as Chairman. He thanked his employer *The Journal-News* for allowing hours taken from work to do County work, and also thanked his wife and son for the many hours taken from them. Plunkett stated he is looking forward to spending more time with them, and he explained that no matter what position he has on the Board, his passion is to serve and not lead and seeks to follow in the footsteps of other servants in his life including his father, Martin Luther and Jesus Christ. He stated during an Election there is focus on differences, but afterward the Election is over, the focus should be on common issues. Everyone has chosen to live in Montgomery County and we have that in common and should work together to hash things out and then move on for the love of Montgomery County. Plunkett wished the next Chairman of the Board much success and said he appreciated the opportunities he has had.

Chairman Plunkett acknowledged some of the new Board members who were either in the audience presently or earlier, including Bob Sneed, Glenn Savage, Jay Martin and Heather Hampton+Knodle.

PAY BILLS:

- 1. Motion by Merano, second by Hitchings to pay all approved bills. All in favor, motion carried.** For itemized listing of bills paid, refer to Accounts Payable Book for FY 2012.

ADJOURN: Until the Board Reorganization Meeting on Monday, December 3rd, 2012 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Blankenship, second by Merano to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 10:16 a.m.

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

Montgomery County Board Reorganization Meeting Minutes

Date: Monday, December 3rd, 2012

Time: 8:30 AM – County Board Room

The Reorganization meeting of the Montgomery County Board was held on December 3rd, 2012 at 8:30 am in the County Board Room of the Historic Courthouse with the newly elected members present. They were: Mary Bathurst, Connie Beck, Megan Beeler, Nikki Bishop, Bonnie Branum, Ron Deabenderfer, Joe Gasparich, Chuck Graden, Heather Hampton+Knodle, Roy Hertel, Sharon Kuchar, Jay Martin, Gene Miles, Jim Moore, Mike Plunkett, Earlene Robinson, David Ronen, Glenn Savage, Bob Sneed, Mike Webb, Richard Wendel.

County Clerk Leitheiser called the meeting to order.

Pledge of Allegiance was given.

Newly Elected County Officials were asked to come forward, and the Official Verbal Oath was administered individually to County Officials State's Attorney Chris Matoush, Circuit Clerk Holly Lemons, County Coroner Rick Broaddus and Regional Superintendent of Schools Marchelle Kassebaum by Fourth Judicial Circuit Resident Judge Kelly Long.

The Official Verbal Oath was administered to all County Board members by Judge Long.

Roll call was given, with 21 members present, 0 members absent. There was a quorum to conduct business.

Clerk Leitheiser asked for a nomination of a temporary Chairman of the County Board. Motion by Gene Miles, second by Chuck Graden that Joe Gasparich be elected temporary County Board Chairman. All in favor, motion carried.

Clerk Leitheiser asked for motion to close the nominations. Motion by Heather Hampton+Knodle, second by Earlene Robinson to close the nominations. All in favor, motion carried.

Temporary Chairman Joe Gasparich then called for nominations for County Board Chairman. Motion by Mary Bathurst, second by Mike Plunkett that Roy Hertel be nominated as County Board Chairman. All in favor, motion carried. Temporary Chairman Joe Gasparich asked for more nominations for County Board Chairman a total of three times, and none were heard.

Temporary Chairman Gasparich then asked for a motion to close the nominations. Motion by Nikki Bishop, second by Bonnie Branum to close the nominations. All in favor, motion carried.

Temporary Chairman Gasparich then asked for a motion to elect Roy Hertel as County Board Chairman. Motion by Connie Beck, second by Megan Beeler to elect Roy Hertel as County Board Chairman by acclamation. All in favor, motion carried.

Newly elected County Board Chairman Roy Hertel then addressed the Board and thanked Gasparich and Judge Long for their part in the proceedings today and acknowledged the newly elected County Officials Matoush, Lemons, Broaddus and Kassebaum. He stated that he chose to stand at the side podium rather than the Chairman's podium today because this is the same spot he swore people in for 15 years when he served as Circuit Clerk. He recognized his wife Nancy and mother at 96 years old in the audience. He congratulated the re-elected County officers and his fellow County Board members. He recognized the eight new members and stated this is the largest freshman class ever elected to the County Board since the number of members changed from 19 to 21. Hertel thanked former Board Chairman Mike Plunkett and his chairpersons for attending meetings and offering to help in the transition. He also thanked Plunkett for his leadership the past six years and Clerk Leitheiser and Coordinated Services office staff Christine

Daniels and Lorraine Beers for all their preparations for today’s meeting. Hertel read a quote from famous anthropologist Margaret Meade that said “Never doubt that a small group of thoughtful citizens can change the world. Indeed, it is the only thing that ever has.” He said that when we think about our little world of Montgomery County, we have a big land area, but a small population, and we face the same problems and issues as larger counties, cities, states and the federal government. Hertel stated we can help change our area of the world by being dedicated and committed to do the very best we can and by working together to solve any problems or issues that come our way and said we should not lose our focus for what is best for Montgomery County. Hertel ended his comments by saying that together we will make a difference and thanking members for their dedication to the County.

Clerk Leitheiser explained the lottery procedure to determine the term lengths per district.

Motion by Mary Bathurst, second by David Ronen to Approve Resolution 2012-33 to divide the County Board Districts by lot as equally as is possible into two groups. Four districts would serve a four year term and three districts would serve a two year term in the first term following reapportionment. All in favor, motion carried. (For copy of Resolution 2012-33, see Resolution Book 12, pages 282-283). Clerk Leitheiser chose Bill Schroeder, a member from the public who also attends many County Board meetings, to draw from 7 green plastic eggs placed in a hat. Each egg had a single number 1 – 7 to represent the 7 County Board Districts. Schroeder drew in order #1, #2, #7, #5 as the Districts to serve a four year term in the first term following reapportionment. Schroeder drew in order #4, #6, #3 as the Districts to serve a two year term in the first term following reapportionment.

Clerk Leitheiser explained the lottery procedure to determine term lengths for all board members. **Motion by Nikki Bishop, second by Chuck Graden to Approve Resolution 2012-34 to have a drawing to select the terms for the three board members in each of the seven districts. All in favor, motion carried. (For copy of Resolution 2012-34, see Resolution Book 12, pages 284-285).** For County Board Districts #1, #2, #7, #5 in that order, after placement of 3 eggs in a hat (two pieces of paper bearing 4-4-2 yr. designations and one piece of paper bearing 2-4-4 yr. designations) each member according to highest vote count from the November General Election drew an egg. The number within that egg designated the length of the terms after reapportionment for that person for the next 10 years until the 2020 census and reapportionment is done again. For County Board Districts #4, #6, #3 in that order, after placement of 3 eggs in a hat (two pieces of paper bearing 2-4-4 yr. designations and one piece of paper bearing 4-4-2 yr. designations) each member drew an egg according to highest vote count from the November General Election.

The following is the final term length results from the drawing as Clerk Leitheiser read:

**MONTGOMERY COUNTY BOARD
Board Seat Term Lengths
2012-2022**

<u>District #1</u>	<u>2</u> Seat(s) with 4-4-2 year designations
<u>2</u> <u>4</u> <u>4</u> Megan Beeler -- (R)	<u>1</u> Seat(s) with 2-4-4 year designations
<u>4</u> <u>4</u> <u>2</u> Mike Webb -- (D)	
<u>4</u> <u>4</u> <u>2</u> Connie Beck -- (R)	

	<u>District #2</u>	<u>2</u>	Seat(s) with 4-4-2 year designations
<u>2</u>	<u>4</u>	<u>4</u>	Joe Gasparich -- (R)
<u>4</u>	<u>4</u>	<u>2</u>	Gene Miles -- (R)
<u>4</u>	<u>4</u>	<u>2</u>	Chuck Graden -- (R)

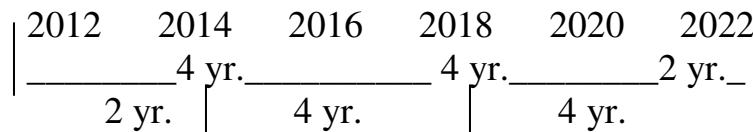
	<u>District #3</u>	<u>1</u>	Seat(s) with 4-4-2 year designations
<u>4</u>	<u>4</u>	<u>2</u>	Heather Hampton+Knodle --(R)
<u>2</u>	<u>4</u>	<u>4</u>	Bonnie Branum -- (D)
<u>2</u>	<u>4</u>	<u>4</u>	Jay Martin -- (R)

	<u>District #4</u>	<u>1</u>	Seat(s) with 4-4-2 year designations
<u>4</u>	<u>4</u>	<u>2</u>	Jim Moore -- (D)
<u>2</u>	<u>4</u>	<u>4</u>	Mike Plunkett -- (D)
<u>2</u>	<u>4</u>	<u>4</u>	Earlene Robinson --(R)

	<u>District #5</u>	<u>2</u>	Seat(s) with 4-4-2 year designations
<u>4</u>	<u>4</u>	<u>2</u>	Glenn Savage -- (R)
<u>4</u>	<u>4</u>	<u>2</u>	Richard Wendel -- (D)
<u>2</u>	<u>4</u>	<u>4</u>	Sharon Kuchar -- (D)

	<u>District #6</u>	<u>1</u>	Seat(s) with 4-4-2 year designations
<u>4</u>	<u>4</u>	<u>2</u>	Roy Hertel -- (R)
<u>2</u>	<u>4</u>	<u>4</u>	Ron Deabenderfer -- (D)
<u>2</u>	<u>4</u>	<u>4</u>	David Ronen -- (D)

	<u>District #7</u>	<u>2</u>	Seat(s) with 4-4-2 year designations
<u>2</u>	<u>4</u>	<u>4</u>	Bob Sneed --(R)
<u>4</u>	<u>4</u>	<u>2</u>	Nikki Bishop -- (R)
<u>4</u>	<u>4</u>	<u>2</u>	Mary Bathurst -- (R)



(For a copy of this chart, see Resolution Book 12, page 286.)

County Board Member Binders were passed out to each member and Chairman Hertel explained its contents.

Chairman Roy Hertel named his Vice Chairperson as Mary Bathurst and the Committee Chairpersons as follows:

Personnel = Mary Bathurst, **Building & Grounds** = Bob Sneed, **Economic Development** = Heather Hampton+Knodle, **EMA/Ambulance** = Glenn Savage, **Finance** = Joe Gasparich, **Health, Welfare & Elections** = Connie Beck, **Road & Bridge** = Gene Miles

Each Committee Chairperson announced their Vice-Chairpersons and committee members.

(For a copy of County Board 2012-2014 Committee Assignments, see Resolution Book 12, page 287).

Appointment of Rules Committee-Ad Hoc Committee: Motion by Bob Sneed, second by Jay Martin to appoint Mary Bathurst, Joe Gasparich, Mike Plunkett and a member of the State's Attorneys Office to the Rules Committee. All in favor, motion carried. A date and time to meet will be determined.

Hertel announced that Official Photos will be taken after this meeting and after the next Full Board meeting, new Board Members will get their picture taken for their ID badges. Also, County Board packet paperwork will still be distributed at the next Full Board meeting, and then members can choose to have it emailed instead the Friday before Full Board meets. Tomorrow the first County Board committee, the EMA committee, will meet at 3:30 p.m. and January's Finance Committee meeting will meet on December 31st at 8:30 a.m.

ADJOURN: Until the next Full Board Meeting on Monday, December 11th, 2012 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Mary Bathurst, second by Bonnie Branum to adjourn the Reorganization Meeting. All in favor, motion carried.

Meeting adjourned at 9:25 a.m.

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

**Montgomery County Board
Minutes**

For Tuesday, December 11th, 2012 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, December 11th, 2012 in the County Board Room, 2nd floor of the Historic Courthouse, Hillsboro, Illinois.

The meeting was called to order by County Board Chairman Roy Hertel at 8:30 AM.

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

Members Present: Mary Bathurst, Connie Beck, Megan Beeler, Nikki Bishop, Bonnie Branum, Ronald Deabenderfer, Joe Gasparich, Chuck Graden, Heather Hampton+Knodle, Roy Hertel, Sharon Kuchar, Jay Martin, Gene Miles, Jim Moore, Mike Plunkett, Earlene Robinson, David Ronen, Glenn Savage, Bob Sneed, Mike Webb, Richard Wendel.

Members Absent: None

Pledge of Allegiance to the flag was led by Board member Jim Moore.

Mileage and Per Diem Approval:

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

Approval of Minutes of Previous County Board Meeting:

Motion by Bishop, second by Kuchar to approve the Minutes of the Previously County Board Meeting held on Tuesday, November 13th, 2012. All in favor, motion carried.

Approval of Minutes of 2012 County Board Reorganization Meeting:

Motion by Bathurst, second by Ronen to approve the Minutes of the 2012 County Board Reorganization Meeting held on Monday, December 3rd, 2012. 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.
4. **County Treasurer's Report** – Ron Jenkins was present for questions and welcomed new and returning County Board members, stating this is the 16th County Board he is now serving with and that the Treasurer's office is always open for any needs that members may have.
5. **G.I.S. Coordinator's Report** – Mary Purcell was present for questions.
6. **Health Department Report** – Hugh Satterlee was present for questions and reported the Health Department roof has been completed and because their bank account is under \$600,000, they will need to ask the County for a short term loan for \$93,000 as was previously approved.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – Jim Vazzi was present for questions and welcomed new and returning County Board members and reported that visiting days at the Jail are 1:30 p.m. to 3:30 p.m. on Tuesdays and Saturdays.
10. **T.B. Department Report** – was submitted.
11. **V.A.C. Report** – Dave Strowmatt was present for questions and reported that this month's report is the last report where monthly Recoveries and Projections notations are made, and they will be made quarterly in the future.

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

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT:

COORDINATING COMMITTEE: Given by Chairman Roy Hertel as follows:

1. **CEFS Central Illinois Public Transit Monthly Progress Report -Update:** Hertel reported the monthly progress report was included at the front of County Board packets.
2. **Report of the Rules Committee -Update:** Hertel reported the Board Rules Committee met on Monday, December 10th, 2012, and minutes from their meeting were included in Board packet for review. He called on Rules Committee member Bathurst to include the Rules Committee report in her Personnel Committee report when given.
3. **2013 Coordinating Committee Meeting Dates, Time and Location -Update:** Coordinating Committee meets the last Tuesday of the month. Hertel reported the next meeting is December 18th, 2012 at 4:00 p.m. and Julie Bruch, ICRMT insurance attorney, will be here to talk to the committee about their legal services in cases of county litigation. At the end of **2013**, December's Coordinating Committee meeting date is changed to December 19th, 2013 due to New Year's Eve.
4. **April Full Board Meeting Date -Update:** Hertel reported that due to the April 9th, 2013 Consolidated Election, the Full Board Meeting will be scheduled for the following week on Tuesday, April 16th, 2013.

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

1. **2013 Building & Grounds Committee Dates, Time and Location -Update:** Sneed reported the committee reviewed the Building & Grounds meeting dates and times for 2013. One member has a conflict during the months of February, March, April and May and asked if the meeting times could be changed to 1:00 pm during those four months and the committee approved. All other meeting dates will still be held at 8:30 a.m. on the Friday before Full Board in the Historic Courthouse Conference room.
2. **Annex Building -Approval:** Sneed reported that the committee reviewed the pictures taken from Hurst-Rosche of the clay coping on the Annex Building roof. The pictures showed severe deterioration of the mortar on the clay copings and Hurst-Rosche's recommendation was to have them replaced. Young's Roofing was contacted a few weeks ago to give an estimate to remove the clay copings and to replace them with aluminum. The committee questioned the gauge of aluminum to be used as it was not in the proposal. The committee approved the bid from Young's Roofing in the amount of \$4,740 pending the gauge of aluminum to be used. Sneed reported he has since found that the aluminum is not strong enough to withstand the weather and has asked for a stronger baked enamel metal, but this adds \$2,000 to the proposal. **Motion by Sneed, second by Wendel to Approve the Proposal from Young's Roofing for \$6,740 to Replace the Coping on the Annex Building.** Graden asked how many bids did we get and Sneed replied one. **All in favor, motion carried.**
3. **Maintenance Issues and Report -Update:** Sneed reported the following:
 - The water leaks on dishwasher at the jail have been repaired and a new drain pump ordered.
 - The Fuel injector pump on the generator at jail had to be rebuilt and is working.
 - The Committee discussed the need to replace some sidewalks and apron areas at the parking lot by the courthouse in the spring. Salt issues keep from replacing them sooner.

- The Committee discussed compiling a list of vendors to use for work at county buildings that could be used to call on vendors on a rotation basis. Coordinator Daniels will draft an advertisement for the newspapers and county website to solicit vendors who wish to participate. Sneed stated we can use this vendor list to give all local businesses an opportunity to do courthouse work.

Sneed thanked former Building & Grounds Chairman Terry Bone for helping him with a smooth transition.

ECONOMIC DEVELOPMENT COMMITTEE REPORT: Given by Chairman Heather Hampton+Knodle as follows:

- 1. 2013 Economic Development Committee Dates, Time and Location -Update:** Hampton+Knodle thanked former Economic Development Chairman Ron Deabenderfer for meeting with her in the transition. She reported the Economic Development Committee will continue to meet on the Wednesday before Full Board on the 2nd floor in the Historic Courthouse Conference room, but the time is changed to 7:00 p.m.
- 2. MCEDC -Update:** Hampton+Knodle reported a Night of Networking was held last Thursday, December 6th from 5-7 p.m. at Litchfield County Club hosted jointly by the City of Litchfield and the local Chamber of Commerce. The MCEDC Executive Board meeting is scheduled for Thursday, January 3rd at 4:15 p.m. in the Conference room on the 2nd floor of the Historic Courthouse. She stated all Board Members are welcome to attend and discussion will include scheduling their annual meeting, the Business Retention Program and working on updating their website.
- 3. Resolution to Adopt the West Central Development Council Comprehensive Economic Development Planning Report -Approval:** Hampton+Knodle reported Ron Deabenderfer read the entire Comprehensive Economic Development Strategy (CEDS) report and found numerous grammatical and typographical errors and thanked him for his corrections. Hampton+Knodle stated this report has to be sent to the federal Economic Development Administration, and Deabenderfer has drafted a letter to West Central Executive Director Mike Scherer to have the corrections made. The committee discussed approving the Resolution pending the corrections being made to the report. Hertel agreed with Deabenderfer that the document should be corrected. Gasparich asked if this report was like the Montgomery County Comprehensive Planning Report that the Board adopted and Hampton+Knodle replied it is meant to capture multiple counties' goals and Montgomery County is supposed to feed our goals into it. This Planning Report is not a guide for zoning or land use, Hampton+Knodle stated, and its primary use is to apply for Economic Development administrative grants. **Motion by Hampton+Knodle, second by Ronen to Approve the Resolution to Adopt the West Central Development Council Comprehensive Economic Development Planning Report Contingent upon Corrections made to the CEDS Document. All in favor, motion carried. (For copy of Resolution, see Resolution Book 12, page 288).**
- 4. Illinois Commerce Commission Notice -Update:** Hampton+Knodle reported that Deabenderfer attended several meetings of the Illinois Commerce Commission regarding Ameren's plan to construct, operate and maintain a new High Voltage Electric Service Transmission Line and stated that this project may impact the northern part of Montgomery County possibly through Bois D'Arc Township.
- 5. Support Letter for the Litchfield Museum and Route 66 Welcome Center -Approval:** Hampton+Knodle reported the committee reviewed a support letter for the Litchfield Museum and Route 66 Welcome Center to help them apply for grant money. Chairman Hertel thanked Board Member Mary Bathurst for drafting the letter. **Motion by Hampton+Knodle, second by Bathurst to Approve the Support Letter for the Litchfield Museum and Route 66 Welcome Center. All in favor, motion carried.**

6. **West Central Development Council CEDS Appointee(s) from the County -Update:** Hampton+Knodle reported that the committee discussed the current appointee Richard Wendel who has been serving on the West Central Development Council and is the 1st Vice-President, which places Wendel to be in line to serve as the President next season. She is excited about two more County individuals possibly serving on this board and discussion will take place at the next Economic Development Committee meeting regarding future appointments.
7. **Montgomery County Planning Commission Appointee(s) from the County -Update:** Hampton+Knodle informed members she gave a brief overview at the Committee meeting of the Montgomery County Planning Commission and the Comprehensive Plan Document that is available on the County Website for review. Hampton+Knodle reported that Megan Beeler has been chosen to serve on the Montgomery County Planning Commission which will reactivate in the next two months.
8. **Enterprise Zone Seminar -Update:** Hampton+Knodle reported that Coordinator Chris Daniels attended an Enterprise Zone Seminar last month to learn about the new updates and legislative changes that will take place on July 1st, 2013, including changes to the Certificate of Eligibility for Sales Tax Exemption. Currently Daniels gives qualified businesses a signed form that confirms Enterprise Zone benefits, but in 2013, this process will be changed by having the business pre-qualify on-line via the Illinois Department of Revenue website. If the contractor who is awarded the project does not owe any state taxes, they will be issued a Sales Tax Exemption Certificate from the Illinois Department of Revenue, not the county. Daniels stated that the State is still trying to develop this new process. Hampton+Knodle stated following a more detailed training in March or April, a mayors meeting of 11 county mayors will be set up to educate them on the significant changes to the Enterprise Zone.
9. **County Website – montgomeryco.com -Update:** Hampton+Knodle encouraged Board Members and employees to give input for updates to the County website. Information Systems Manager Bill Purcell will be asked to attend the next committee meeting to discuss possible updates. Hampton+Knodle stated the next Economic Development Committee meeting is Wednesday, January 3rd at 7:00 p.m. in the Historic Courthouse Conference room.
10. **CIEDA -Update:** Board Member Mike Plunkett asked Hampton+Knodle if the Central Illinois Economic Development Authority Board is still at work and she replied affirmatively that it is still active and still meeting. She stated she serves as Chairman of this organization, which offers refinancing of bonds at a lower rate, and reported 21 leads and 2 prospects.

E.M.A./AMBULANCE COMMITTEE REPORT: Given by Chairman Glenn Savage as follows:

Chairman Glenn Savage stated the following were present at the EMA Committee meeting: Chuck Graden, Joe Gasparich, Sharon Kuchar, Mike Webb, Roy Hertel, Diana Holmes, Andy Ritchie and Barb Schmedeke.

AMBULANCE REPORT:

1. **Ambulance Billing -Update:** Savage reported an error in the EMA minutes where it states the Ambulance Billing office does not cost the County any money, and instead stated the County does pay for those services; it just brings in more in ambulance billing than the office actually costs to operate.

EMA:

NEW BUSINESS:

1. **Temporary Court Building -Update:** Savage reported that Director Holmes will work on finding a building in the County and possibly another county to temporarily hold Court if there were some type of disaster. Also, the committee plans to meet with ROE Superintendent Marchelle Kassebaum to review plans for school evacuation and preparedness.
2. **Open Meetings Act Training -Update:** Savage stated he has completed the OMA Training.

FINANCE COMMITTEE REPORT: Given by Chairman Joe Gasparich as follows:

- 1. 2013 Finance Committee Dates, Time and Location -Update:** Gasparich reported the Finance Committee has moved their meetings to the second Monday before the Full Board meeting. January's meeting will be held on Monday, December 31st, 2012 at 8:30 a.m. in the County Board room due to the holidays. October's meeting date will have to be moved to September 30th. Due to a conflict on Labor Day, the committee approved scheduling the September Finance Committee Date on *Tuesday*, September 3rd.
- 2. SOA Report -Update:** Gasparich reported the Township Factors were applied and published on November 28th and 29th. The board of review has received 127 complaints so far and will finish inspections after the last day to sign a complaint. Complaint deadline is January 4th, 2013.
- 3. GIS Report -Update:** Gasparich reported GIS Coordinator Mary Purcell is ready to close out the 2012 maps and start the 2013 maps. Gasparich would like to see our GIS software compatible with other counties – one base map to manipulate data. Purcell stated to the committee that we are comparable with other counties. The Information Steering Committee will meet on December 18th at 8:30 a.m. and the County website will be put on the agenda.
- 4. Revolving Loan Fund -Update:** Gasparich reported the committee discussed the history of the Revolving Loan Fund with a balance of \$192,451 as of October 31st, 2012. He stated this balance can be used as part of the general revenue fund if it is needed in an emergency.
- 5. FY 2013 Budget – Misc. Reports from Treasurer Jenkins -Update:** Gasparich reported that Treasurer Jenkins included a report in Board packets on the General Fund Projected Revenues from County offices and coal royalties. The bank balance as of December 1st, 2012 is \$1,817,546. Estimated Revenue for December through June is \$2,738,000 and total Estimated Expenses and Loans for December through June is \$5,293,000. This would leave an estimated bank balance as of June 30th, 2013 of (\$737,454) without Coal Royalties. The bottom figure of \$1,000,717 is with Coal Royalties. **(For copy of chart, see Resolution Book 12, page 289).** Gasparich stated he is laying out the facts and if we are going to stay in the Black, we will have to use coal money for day-to-day expenses. He reported Treasurer Jenkins will provide a financial statement each month to show Board members our financial status. Jenkins explained that the General Fund loans money to the IMRF Fund, Social Security Fund, Property Casualty Fund and Senior Fund until the real estate taxes come in and stated the county is going to have to raise the real estate tax levy above the 105% threshold in the future. Chairman Hertel stated the County is loaning over \$800,000 to these four funds and that we made a choice to not raise taxes because of money in the bank which may have been a good choice at the time, but if one person retires, there will be a \$900,000 draw on our IMRF account. Gasparich stated the assumption was to put the money back, but we can't afford to do that. Hampton+Knodle asked why Employee Health Insurance Expenses have increased over 40%, and Jenkins stated employee insurance is budgeted as a liability and more is budgeted in case it is needed. Participation has gone up and therefore the cost has also. Deabenderfer stated IMRF is based on salary amount. Treasurer Jenkins explained the ECO and IMRF funds, and stated the status of those funds being not fully funded is not uncommon to counties. Hertel stated taxes may have to go up to pay for Social Security, IMRF, and Property Casualty, which is everyone's obligation, if we do not have the extra money to pay for these funds. Deabenderfer stated we are still in the same position as before, which is if we have coal royalties sitting in the bank; it is difficult to ask the public for a tax increase. Kuchar asked if the \$2.2 million spent in coal money includes money spent on the Historic Courthouse renovations and Gasparich replied no. Gasparich reported he spoke with County Auditor Patton about concerns on the General Fund balance and Patton suggested keeping \$5 Million in the fund as a reserve. Gasparich stated this goal isn't feasible, but our goal would be to have a General Fund Balance of \$3.5 Million in four years so if the coal mine becomes idle, we can continue to operate. Gasparich stated we

have to decide and be frugal and serve our citizens well by managing their money. Plunkett stated the money left is from the sale of coal recently and Treasurer Jenkins has put this in a separate account. We should get \$300,000 a month if the coal mine is running at full capacity. Hertel stated we have a budget that says we take in \$5.5 Million and spend \$7.5 Million and if the coal money comes in, we are okay, but we have to have plans. We have no control over another entity. Gasparich stated again we need to be frugal and need to understand what our revenues and expenses are. If the revenues continue, then we are great. Treasurer Jenkins stated we began 2012 at \$3.8 Million and ended budget at \$1.8 Million. According to the FY 2013 Budget Projections submitted, there is going to be approximately \$146,000 in the red negative general fund bank balance. Hertel reported we have been generating about \$50,000 in Sales Taxes per month and it is usually \$13,000 per month, but haven't heard the reason from the Department of Revenue. He stated if it is ours then that is great, if it is not, then we will owe it back. It is included in the \$1.8 Million. Gasparich stated we are not going to spend it. Gasparich reported the Elected and Appointed Officials will be invited to a meeting in January to go over the General Fund Balance and will advise them to have a potential contingency plan for their office expenses if revenues don't come in as planned. The Finance Committee discussed putting out a memo to employees asking for examples on how to save money in the budget.

6. **Resolution #12-12-001 to Convey Deed on Parcel #16-12-254-029 to Vogel Homes, LLC - Approval:** The three following properties were sold in a sealed bid process from County Trustee Joe Meyer & Associates. Once the Resolutions are approved by the County Board, the Treasurer does the next step and then the deed is recorded in the County Clerk's office. **Motion by Gasparich, second by Heather Hampton+Knodle to Approve Resolution #12-12-001 to Convey Deed on Parcel #16-12-254-029 to Vogel Homes, LLC. All in favor, motion carried. (See Resolution Book 12, page 290).**
7. **Resolution #12-12-002 to Convey Deed on Parcel #17-35-326-005 to R. Jeanette Barringer -Approval:** Motion by Gasparich, second by Miles to Approve Resolution #12-12-002 to Convey Deed on Parcel #17-35-326-005 to R. Jeanette Barringer. All in favor, motion carried. (See Resolution Book 12, page 291).
8. **Resolution #12-12-003 to Convey Deed on Parcel #20-22-380-019 to Stanley L. Casey - Approval:** Motion by Gasparich, second by Plunkett to Approve Resolution #12-12-003 to Convey Deed on Parcel #20-22-380-019 to Stanley L. Casey. All in favor, motion carried. (See Resolution Book 12, page 292).
9. **ROE Quarterly and Annual Reports -Approval:** Gasparich asked Regional Superintendent of Schools Marchelle Kassebaum to address the Board regarding her reports. Kassebaum explained that truancy is a problem in our schools and home visits have increased to help reduce this problem. She reported on a new successful teacher induction program called "Investing in the Future" held in Christian County and sponsored by area agencies which supports first year teachers. Kassebaum thanked Board members including Chairman Hertel and former Board Chairman Mike Plunkett for their support in the past as the ROE office faced potential closure by the State. She stated her goal is to have enough funds in her office to be self-sufficient, and is careful in spending money and is operating on a lot less funds now. She reported she and her staff work closely together to maintain the office. Kassebaum thanked members for their ongoing support, and Gasparich stated he appreciates Kassebaum's efforts. The committee reviewed the ROE quarterly and annual reports submitted by Regional Office of Education Superintendent Marchelle Kassebaum. **Motion by Gasparich, second by Robinson to Approve the Regional Office of Education's Quarterly and Annual Reports. All in favor, motion carried.**
10. **IRS Mileage Rate -Update:** Gasparich reported County Clerk Leitheiser shared information regarding the IRS mileage rate that went up to \$.565 cents. The committee discussed and approved leaving the county mileage reimbursement at \$.55 cents for calendar year 2013.

H.W.E. COMMITTEE REPORT: Given by Chairman Connie Beck as follows:

1. **2013 HWE Committee Dates, Time and Location -Update:** Beck reported the HWE Committee meetings will remain on the Thursday before Full Board at 8:30 a.m. in the Historic Courthouse Conference room. July's meeting date is changed to Wednesday, June 26th due to Independence Day.
2. **Elections -Update:** Beck reported that County Clerk Leitheiser shared a current list of the Montgomery County Precincts and Polling Places with the Committee, and the Committee reviewed the April 9th, 2013 Consolidated Election Notice for Local Districts. Since Election Law allows it, the Committee discussed further reducing the number of Election Judges from five judges per precinct to three judges per precinct for smaller precincts. Leitheiser stated since the Committee meeting, she compiled a list of potentially "smaller" precincts, which are Audubon, Grisham #1, Harvel, Nokomis #1, Pitman, Walshville, and Zanesville. Election Judges earn \$135 per day and the potential savings to the County would be \$1,890 in Election Judge pay. Leitheiser stated also we may not be reimbursed the \$45 per Election Judge by the State in the future. Graden asked if 3 judges can do the job of 5 at smaller elections and Leitheiser replied affirmatively. Webb asked if the reduction is needed due to the lack of contested races in April and Leitheiser replied this is a possibility and stated she would know more before the next County Board meeting about how many contested races there are county-wide. Moore asked if we can determine reduction later and Leitheiser replied affirmatively. Robinson reported she serves as an election judge and believes the work can be done with fewer judges at Consolidated Elections due to low voter turnout. Beeler asked Leitheiser if waiting until the January Board meeting would give her enough time and Leitheiser replied the final word on how many candidates there are countywide won't be known until the end of January. Kuchar asked if this will affect all elections in the future because we could have a heavy turnout at later elections. Hertel stated this reduction would only pertain to the 2013 Consolidated Election, and we would have to revisit this issue again at the next Consolidated Election in two years. Leitheiser stated she would also like to have permission to add Judges in future elections if the need arises. Hertel ended the discussion and replied we will move the decision to reduce Election Judges to the January Board meeting. Beck also reported that the Committee discussed the possible need for additional signage on the county polling places which are church properties along their property boundaries since Election Law doesn't allow Election Day campaigning on those properties. Leitheiser also confirmed there were a total of 2116 Early/Absentee voters this past November Election, which is the most voters for any Election to date.
3. **Recycling Program and Events:** Beck reported the full Report was included in Board packets.
 - **Montgomery County's Recycling Department -Update:** Beck reported that Dawn Lutz gave the new Committee members an extensive overview of the Recycling Program, the number of employees there, and where drop off areas are located.
 - **Year in Review -Update:** Beck reported Lutz discussed the Litchfield Drop Shed burning down a second time, and reported on the two Electronics Drives this year. There have been five drives since 2009 which have brought in more than 408,000 pounds of electronics to fill 21 semi-loads.
 - **Weights for the Year -Update:** The Facility has processed about 2.4 Million pounds of material this year.
 - **Revenues and Expenses -Update:** Beck reported Lutz gave a summary of Revenue and Expenses for FY2012.
 - **Website -Update:** Beck reported Lutz is working on updating our website to have more information about where people can dispose or recycle items that we don't take.

4. **EPA Report -Update:** Beck reported that Bill Gonet shared a job description for his position and stated that he makes quarterly reports to the State and Committee. Gonet oversees EPA regulations for the landfill, the power plant and open dumping. Gonet must have a HazMat Certification to inspect Eagle Zinc and ASARCO and those Certificates need to be renewed each year by taking an 8 hour course annually to renew it.
5. **Animal Control Facility and Program:** Beck reported that Richardson explained the Animal Control program and invited all County Board Members to go visit the shelter. She reported member Graden has offered to volunteer at the facility.
 - **Animal Control Intake Summary -Update:** Beck reported there were 26 animals taken in at the facility in November and 35 went out, with a total of 414 animals taken in so far this year.
 - Beck reported that Richardson has been collecting donations and allocating memorial donations for a free roaming cat room.
 - Beck reported the City of Litchfield's intake numbers have been down since Warden Amber Law has left that position.
 - **Update on Revenues & Expenses -Update:** Beck reported that Richardson explained expenses to repair doggie doors and to install the panic alarm system to the committee, and that expenses are okay but close. Richardson works with PAWS for low cost dog food at 5 cents per pound and is looking into changing the microchips since current scanners only pick up 3 different microchips.
 - **Web Page -Update:** Richardson will get with County Information Systems Representative Bill Purcell to get the Animal Control web page updated.
 - Wareham's Security stated that it will cost about \$630 to tie into the alarm system for smoke and heat detectors. Richardson needs to check with the Fire Department before proceeding.

Graden commended Beck on her idea to have Lutz, Gonet and Richardson come and give overviews of their department, which was very helpful to the Committee.

PERSONNEL COMMITTEE REPORT: Given by Chairman Mary Bathurst: Bathurst stated she will give the report due to the timing although Prior Personnel Chairman Sharon Kuchar chaired the last Personnel meeting.

1. **2013 Personnel Committee Dates, Time and Location -Update:** Bathurst reported the committee discussed changing the Personnel Committee meeting in November 2013 due to a conflict on November 28th, Thanksgiving Day. The Committee approved to change the date to Thursday, November 21st, 2013.
2. **Job Salary Survey -Update:** Bathurst reported the committee approved the proposal for an amount not to exceed \$5,000 to expand the scope of the Job Salary Survey. She stated not everyone is sold on this survey, but she is very pro-survey. She reported it doesn't have to be adopted, but it is a very good tool with data that we can use in the future. She introduced U of I Extension representative Ron Duncan who provided an overview of the Job Salary Survey, which he explained began in mid-year 2011 when the County contracted with him to complete the analysis process of County Employee Salary Ranges based on skill sets, job title and job survey. Each employee filled out skill sheets, and he has also had ongoing conversations with office holders. His Study findings show the National and State salary levels and salary for each occupational code, which will give the County a benchmark for salaries. He stated that on the draft analysis the County is on the mark for most part, but there are a few positions to further examine which are either on the very low or high side. He also believes there should be an alignment of job descriptions, and his recommendation is to harmonize job descriptions into standardized formats and to add ADA requirements. With the new scope of work, the report for salary ranges will be completed by the end of January and the report for job descriptions will be complete by the end of March. Hampton+Knodle asked Duncan to define what was

examined to arrive at the median salary levels, and Duncan stated that benefits were not considered in the study due to budget constraints. Hampton+Knodle stated that compensation is more than just wages, since benefits have a definitive value. Ronen asked about comparison to public and private sector salaries and Duncan stated these comparisons are based on occupational codes which do include both private and public sector salaries. Beeler asked if he used any other quantitative measures like Health Insurance and Duncan replied this study is based strictly on wages and doesn't include benefits, time off, etc. Bathurst stated that in Montgomery County the health and pension benefits are pretty similar for all positions. Duncan stated generally speaking the benefits are standardized throughout the county. Hampton+Knodle reiterated that there is value in those items that can affect wages.

3. **Circuit Clerk's Union Local #148 -Update:** Bathurst reported a Special Personnel meeting is scheduled for December 17th at 4:30 p.m. for Committee and 5:00 p.m. with the Union at the Historic Courthouse.
4. **Highway Dept. Union Local #1084 -Update:** Bathurst reported the committee has advised the business agent for Local #1084 to submit some available meeting dates.
5. **Report of the Rules Committee –Update: Given by Member Mary Bathurst as follows:**
 - Bathurst stated the committee discussed the need to establish a rule that applies if a County Board member is absent. Assistant State's Attorney Betsy Wilson will look at our options further. Bathurst stated we need to define "neglect" of duties which she believes would be missing three consecutive Full Board meetings. She invited input from Board Members, and Moore asked what statutory authority the Board has in this case, and Hertel responded that the board could possibly remove that person from the Board. Bathurst also mentioned there is a potential fine that could be implemented in this case, and Wilson will research further. Bathurst stated the vote count to implement a potential fine could be 2/3 vote, not a simple majority and that language will be determined.
 - Bathurst reported an Open Public Comments Section at Full Board meetings was discussed at the Committee as currently the public has to speak first at Committee level. She reported in 2011 a new State Statute for townships came out requiring a public comment section. Suggestions came in for either a sign-up sheet or cards handed out ahead of the Full Board meeting with a public comment session limited to 5 minutes at the end of the meeting. Graden stated he likes the idea of a public comment session and Hertel responded there would need to be parameters set, such as a "no profanity" clause.
 - Bathurst reported the Rules Committee also discussed a need for succession for running the County Board to be placed in the Rules, which would be the following: Board Chairman, Vice Chairman, Personnel Chairman, Finance Chairman and then Economic Development Chairman.
 - Bathurst reported Asst. State's Attorney Wilson will also help with the definition of a quorum, which may need to be addressed in the Rules.

ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Gene Miles as follows: Miles reported that the Road & Bridge Committee will continue to meet the Wednesday before Full Board.

1. **Raymond Road District, TBP Letting Held on October 24th, 2012 –Approval to Reject Bids:** Engineer Smith prepared a document that explains a chronological summary of the Bridge Project issues regarding the Project Labor Agreement (PLA) which was included with Board packets. Miles stated that the PLA possibly should not have been in the bidding process because the property is not County owned and the PLA currently states it applies for "County owned property." **Motion by Miles, second by Kuchar to reject the four bids.** Discussion: Engineer Smith reported he received a phone call from IDOT yesterday saying they had received a protest

letter on the lowest bidder as to whether they are a qualified State bidder. They protest was related to the apprentice program. If bidders meet requirements as set by the State and are the lowest bidder, the State awards to the lowest bidder. IDOT District 6 stated they will proceed with the process for the protest. Beeler asked what a PLA was, and Hertel replied it is an agreement to be used on county contracts over \$100,000. Hertel stated that township land is not County owned land, and that the work won't be done till spring so we may want to wait to reject bids until the protest is resolved. Bishop asked Smith if he recommends rejecting the bids and Smith replied that he hoped the county board would choose one of the options that wouldn't jeopardize the use of Township Bridge Program funds. Smith stated bridge construction won't be till mid-March, so an option would be to wait until the protest results come back. Hertel asked Smith if the bids are rejected would this nullify the State's process, and Smith replied OCC will handle the process as they see fit. Hertel stated if we rebid, it would be up to the bidders to stay with their original bids. Plunkett asked about OCC timeline and Smith replied they are backed up and he doesn't know how long the process will take. Plunkett asked what bidders had signed the PLA and who had not. Smith stated the low bidder didn't sign the PLA, and the second lowest did. Plunkett suggested letting the bids go and the objection take its course. Hertel stated maybe we should wait till January to reject these bids as the State needs to make a decision as to if this is a qualified bidder or not. Plunkett asked Smith if we could inform OCC that we have an impending bid on hold and Smith replied that we can't help them move things along as this is solely what their office handles, which they must do at their own pace. Bathurst asked what will happen if the time limit on the bids run out and Hertel replied we can then rebid. Miles reported bids are good for 45 days and reminded members that a second was made on his motion and he would like to proceed to reject the four bids and then rebid without a PLA. Hampton+Knodle called for the question. **Roll Call Vote: Ayes - 14, Nays - 7. Those Voting Aye: Bathurst, Beck, Beeler, Bishop, Branum, Gasparich, Graden, Hampton+Knodle, Kuchar, Martin, Miles, Moore, Savage, Webb. Those Voting Nay: Deabenderfer, Hertel, Plunkett, Robinson, Ronen, Sneed, Wendel.** Motion carried.

2. **Red Ball Trail Project -Update:** Miles reported that our consultant is still checking with IDOT. Engineer Smith reported to committee that he hasn't heard any new developments from the contractor on repairing the roughness on the Red Ball Trail.
3. **Structure 068-3033, Irving North County Bridge -Approval:** Miles stated that Engineer Smith reported to committee that the State IDOT office reviewed the bridge inspection paperwork and noticed a low rating and decided to send out their engineer with more sophisticated tools to inspect this bridge. This State re-evaluation of the Irving North County Bridge found severe deterioration and Engineer Smith was called to close the bridge immediately that day because it was in such disrepair. Engineer Smith recommends a quick turnaround to get the bridge replaced by approving a Preliminary Engineering Agreement with Hurst-Rosche to design the bridge and use County funds to replace, and reported if Federal funds are used and we need right of way easements, it will involve much more intense work and will about 1 to 1 ½ years to the project. This structure could be addressed sooner by using local funds. **Motion by Miles, second by Martin to Approve the Preliminary Agreement with Hurst-Rosche Engineers on Structure 068-3033, Irving North County Bridge. All in favor, motion carried. (See Resolution Book 12, pages 293-297).**
4. **2013 Fuel Letting Date -Approval:** Miles reported the Special Road & Bridge meeting is scheduled for Wednesday, January 23rd, 2013 at 8:30 a.m. at the County Highway building. **Motion by Miles, second by Branum to Approve the 2013 Fuel Letting Date of Wednesday, January 23rd, 2013 at 8:30 a.m. All in favor, motion carried.**
5. **2013 Rock Letting Date -Approval:** Miles reported the Special Road & Bridge meeting is scheduled for Wednesday, January 23rd, 2013 at 9:00 a.m. at the County Highway building. This meeting will take place after the Fuel Letting, which will save county funds. **Motion by Miles, second by Branum to Approve the 2013 Rock Letting Date of Wednesday, January 23rd, 2013 at 9:00 a.m. All in favor, motion carried.**

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

ANNOUNCEMENTS: Chairman Hertel announced the following:

1. Board Members were asked to sign up to receive paperless packets if they desired them after the meeting.
2. The County Board 2013 Calendars and Member Term Lengths information form for County Board members' binders were distributed to each member.
3. County Board members were encouraged to see Health Department Administrator Hugh Satterlee for ID badge photos.
4. The County Holiday Luncheon will be held on Wednesday, December 19th from 11:00 a.m. – 1:30 p.m. at St. Paul's Lutheran Church Basement and Employee Awards will be handed out at Noon. Hertel encouraged all members to attend.

SCHEDULE CHANGES: Chairman Hertel announced the following schedule reminders:

1. Special Personnel Committee Meeting for Circuit Clerk's Union Local #1048 will be held on Monday, December 17th at 4:30 p.m.
2. The next Coordinating Committee Meeting will be held next Tuesday, December 18th at 4:00 p.m.
3. The next Finance Committee Meeting will be held on Monday, December 31st, 2012 at 8:30 a.m.
4. Rules Committee will meet after Finance Committee on December 31st.

APPOINTMENTS:

Motion by Beck, second by Webb to Appoint Melvin Wempen to the Zanesville #3, County Zone #15 Drainage District for a three year term which expires December 31st, 2015. All in favor, motion carried.

Motion by Hampton+Knodle, second by Robinson to Appoint Megan Beeler to the Montgomery County Planning Commission. All in favor, motion carried.

BOND APPROVAL: Motion by Moore, second by Wendel to Approve the Elected Officials Bond for Marchelle Kassebaum, Regional Superintendent of Schools, in the Amount of \$100,000. All in favor, motion carried. (For copy of Bond, see Resolution Book 12, page 298).

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Bishop, second by Bathurst to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 20, Against – 0, Absent – 0, Abstain -1 (Moore). Motion carried.
2. Motion by Beck, second by Sneed to pay all other approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2012.

ADJOURN: Until the Full Board Meeting on Tuesday, January 8th, 2013 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Webb, second by Ronen to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 10:45 a.m.

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