

Montgomery County Board

Minutes

For Tuesday, January 8th, 2013 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, January 8th, 2013 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.

Hertel announced that all board and committee meetings are being recorded.

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

Members Present: Mary Bathurst, Connie Beck, Megan Beeler, Nikki Bishop, Bonnie Branum, Ronald Deabenderfer, 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: Joe Gasparich

Pledge of Allegiance to the flag was led by Board member Sharon Kuchar.

Chairman Hertel called for members to remain standing for a moment of silence in honor and memory of Litchfield Fire Chief Michael Quint who passed away in December, 2012.

Mileage and Per Diem Approval:

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

Approval of Minutes of Previous County Board Meeting:

Motion by Bathurst, second by Bishop to approve the Minutes of the Previously County Board Meeting held on Tuesday, December 11th, 2012. All in favor, motion carried.

CONSENT AGENDA:

- 1. Chief Assessment Officer's Report** – was submitted. Hertel reported the Board of Review Secretary position open due to a retirement will not be filled and he appreciated Ray Durston's efforts to save county funds.
- 2. Circuit Clerk's Report** – Holly Lemons was present for questions.
- 3. County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions.
- 4. County Treasurer's Report** – was submitted.
- 5. G.I.S. Coordinator's Report** – Mary Purcell was present for questions.
- 6. Health Department Report** – Hugh Satterlee was present for questions. Hertel thanked Satterlee for providing vehicles to be used next Saturday for Board members to attend the UCCI Seminar in Springfield.
- 7. Probation Officer's Report** – was submitted.
- 8. Public Defender's Report** – was submitted.
- 9. Sheriff's Report** – Sheriff Jim Vazzi was present for questions and reported that the 911 Secretary is resigning and her last day will be this Friday, January 11th, 2013. The position will be filled with a part-time employee for two days a week, which will save the County about \$30,000 and the Sheriff and other supervisors will assume many of her duties. Hertel stated the Sheriff informed him of the situation a week and a half ago, and he appreciated Sheriff Vazzi's efforts to save money.
- 10. T.B. Department Report** – was submitted.
- 11. V.A.C. Report** – was submitted.

APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA: Motion by Graden, second by Ronen 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. **Illinois Counties Risk Management Trust (ICRMT) Attorney Julie Bruch -Update:** Chairman Hertel reported that ICRMT Attorney Bruch attended the last Coordinating Committee meeting and gave an excellent report. He stated he plans to have her return for a seminar to provide further training and information. Trainings sessions are free of charge and will be arranged in the spring. All County Board Committee Chairmen and Member Deabenderfer were present at Coordinating Committee meeting.
2. **CEFS Central Illinois Public Transit Monthly Progress Report -Update:** Chairman Hertel reported that we do not have a monthly progress report from CEFS.
3. **Report of the Rules Committee -Update:** Bathurst reported at the end of Full Board meeting that the Rules Committee had not met since the last meeting, but a date will be set.

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

1. **Maintenance Issues and Report -Update:**
 - **Advertise for Business Vendor List -Update:** An advertisement will go out to local newspapers requesting businesses to contact the County Coordinated Services office if they wish to be included on a Vendor List. Sneed stated vendor names are due by February 7th, 2013 and he hopes there is a good response to this ad.
 - **Annex Roof -Update:** Sneed reported Young's Roofing will be replacing the coping on the Annex Roof, but due to bad weather it is slowing the work down.
 - **Smoking Outside behind Courts Complex -Update:** Sneed reported a "No Smoking" sign will be put up by the intake louvers behind the Courts Complex where smoke is entering the building from smokers, and hopes the problem will be resolved.

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

1. **County Website – montgomeryco.com -Update:** Hampton+Knodle reported the committee met January 7th and the main topic discussed was the County Website. The committee reviewed a few other websites for comparison purposes, and she thanked Information Systems Manager Bill Purcell for his website presentation and for providing instruction so the Coordinated Services office to be able to post information such as the County Board Packets and Committee Minutes on the web, which makes it more accessible, transparent and efficient for users. Plans are for more items to be added to the website in the future such as budgets and audit reports. Hampton+Knodle reported a survey will be sent out to office holders in mid-February for input on the County website. Offices will be asked "what are your frequently asked questions?"
2. **MCEDC -Update:** Hampton+Knodle reported that the MCEDC Executive Board meeting scheduled for January 3rd was cancelled due to an illness and is rescheduled for Thursday, February 7th at 4:15 p.m., and Ron Deabenderfer and David Ronen will attend. The annual meeting will be held in March.
3. **Appointment of David Ronen to MCEDC -Update:** Hampton+Knodle reported it is within the MCEDC bylaws for any Board member to attend MCEDC meetings. Deabenderfer is currently the MCEDC President and will not run for a second term as President.

4. **Recommendation of Ken Nimmons of Litchfield to Workforce Investment Board - Update:** Hampton+Knodle reported Ken Nimmons has shown an interest and would represent Montgomery County on the Workforce Investment Board.
5. **Recommendation of Jo Ann Keele of Nokomis to West Central Development Council – Approval to Pay Mileage:** Hampton+Knodle reported Keele’s community service and passion makes her a good choice for this position. The committee is checking on reimbursing Keele and Nimmons for mileage to and from these meetings. **Motion by Hampton+Knodle, second by Martin to Pay Mileage to Ken Nimmons and Jo Ann Keele for their Service on the Workforce Investment Board and the West Central Development Council Pending Approval of the States Attorney’s Office. All in favor, motion carried.**
6. **Montgomery County Planning Commission -Update:** The Planning Commission could continue to meet at the U of I Extension office or the Annex Conference Room would also be available for meetings if they choose that location. Hampton+Knodle reported Commission members will be canvassed to set the best meeting dates, with meetings set to start again in mid to late February.
7. **Board Member Electronic Information -Update:** Hampton+Knodle reported 14 out of 21 Board members signed up to receive board information electronically. Chairman Hertel reported that Wi-Fi is available in the Historic Courthouse today as he noticed some members have brought laptops and tablets. Hertel also thanked County IT Representative Bill Purcell and stated we will continue to work on the website.

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

Savage reported that the EMA/Ambulance office continues to bill for ambulance services in the County and to train for preparedness in the event of an emergency. Savage also stated that County employees should not block any County building doors open since it is a safety hazard and everyone should also be aware of who is coming in and out of county buildings and ask questions if the need arises.

Ambulance Call Reports:

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

Total calls: 300 Total amount billed: \$173,983.60 Amount collected: \$110,055.20

AMBULANCE REPORT:

1. **Collections -Update:** Total Collections for **December** are **\$93,654.11** (Old System \$-4.00, New System \$93,654.11)

EMA:

1. **Accreditation for 2013 -Update:** Have received accreditation for 2013.
2. **Online Classes -Update:** Savage reported all online classes have been completed by the EMA department as of 12/24/12.
3. **ICS 402 Class -Update:** Savage reported that Joe Gasparich will be teaching a three hour class in March.

FINANCE COMMITTEE REPORT: Given by Vice Chairman Mike Plunkett as follows:

1. **SOA Report -Update:** Plunkett reported that the Assessments office provides assessments services for townships that do not have an assessor and stated that Supervisor of Assessments Durston reported the townships reimbursed the County about \$2,500 in expenses. Plunkett reported the State has issued a tentative multiplier of .97 for the County, which is a 3% reduction, and will most likely remain the same as a final multiplier. There are currently about 148 complaints to the Board of Review and they will start the hearings in mid-February.
2. **Revolving Loan Fund -Update:** Plunkett reported there was no monthly report this time, but will have one next month.

3. **Invite Elected and Appointed Officials to Discuss FY 2013 Budget and General Fund Balance -Update:** An email was sent to all Department Heads inviting them to the February 4th, 2013 Finance Committee meeting to discuss the FY 2013 budget and to review expenses. Plunkett reported one category to be researched is the duplication of copier service contracts among offices so the committee will see if some bills can be combined.
4. **Monthly Coal Revenue Report and General Fund Revenue & Expense Bar Graph Report -Update:** Plunkett reported a Coal Royalty payment of \$182,968.15 was received in December 2012 and the account balance to date is \$871,138.79. Coal Payments are made the 20th of each month. He stated we have not heard an amount for January, but with longwall Mining starting an increase in revenue is expected. Plunkett reported Board member Megan Beeler is working with Treasurer Jenkins to provide members with a financial report that includes monthly revenues, expenses and bank balances for coal funds.
5. **Monthly List of Approved County Bills -Update:** Plunkett reported the committee discussed a request to have the list of bills included in the board packets each month and some committee members felt that each committee is responsible for their own bills to approve. Hampton+Knodle asked about the list and Chairman Hertel stated that if board members want to see bills from other committees they may go to the County Clerk's office to get a copy. Hertel later stated that a PDF form could be made for the website.
6. **Coal Age Report -Update:** Chairman Hertel reported that the Coal Age magazine featured Deer Run Mine in Hillsboro in its latest edition and encouraged members to read it.

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

1. **Elections -Update:** Beck reported that County Clerk Leitheiser shared a Notice of Election report with the committee that shows the races for the April 9th, 2013 Consolidated Election, and stated there will be a total of 135 ballot styles for that Election. She explained the report of Election judges slated to work at the election and the contested races known to date. Leitheiser asked the committee for general approval to continue the procedure she uses to assign Election Judges which saves taxpayer costs and also provides adequate Election services. Beck reported the committee told Leitheiser she could talk with Party representatives. Leitheiser reported she will use an adequate amount of judges to administer the Election efficiently and save county funds.
2. **Recycling Program and Events:**
 - **Raymond Buckeyes Recycling Payment Discussion -Update:** Beck reported that Lutz sent a letter to the Village of Raymond and Raymond Buckeyes 4-H Club notifying them that payments for their recycling efforts have stopped from the County beginning 2013 as approved by the Full Board on January 11th, 2011.

ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Gene Miles as follows:

1. **Raymond Road District Letting Date -Update:** Miles reported the letting date has been scheduled for Wednesday, February 27th, 2013 at 8:30 a.m. at the County Highway Department.
2. **Red Ball Trail -Update:** Miles reported there is no new information on the Red Ball Trail.
3. **Guardrail West of Farmersville -Update:** Miles reported that there is a problem with the guardrails west of Farmersville on Farmersville/Girard road because they are too close to the road and motorists are hitting them and damaging them, plus it is difficult for farmers to get through. Repairs have been \$4,000 per incident which the County ends up paying. Miles reported the Federal government required the guardrails but we might be able to eliminate them if we purchase right-of way and address the slopes for about \$15,000. Chairman Hertel stated if we eliminate the guardrails, it will save us money in the long run.

4. **2013 Fuel Letting Date -Update:** Miles reported the Special Road & Bridge meeting is scheduled for Wednesday, January 23rd, 2013 at 8:30 a.m. at the County Highway building.
5. **2013 Rock Letting Date -Update:** 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.
6. **Highway Department Union Local #1084 -Update:** Miles stated that the date to start negotiations is set for February 25th, 2013.

PERSONNEL COMMITTEE REPORT: Given by Chairman Mary Bathurst as follows:

1. **Local Labor #397 Agent Bill Traylor -Update:** Bathurst reported that Business agent Bill Traylor addressed the committee with concerns regarding salary issues for Labor Local #397.
2. **Circuit Clerk's Union Local #148 -Update:** Beck reported the next meeting date with the Circuit Clerk's Union will be Monday, February 11th, 2013 at 5:30 p.m. - Location is Historic Courthouse, 2nd floor.
3. **Highway Dept. Union Local #1084 -Update:** Scheduled for Monday, February 25th at 5:00 p.m.
4. **EXECUTIVE SESSION:**
 - ***Go Into Executive Session:*** Motion by Bathurst, second by Bishop to Enter into Executive Session to Discuss Possible Litigation. All in favor, motion carried. Session starts at 9:00 a.m.
 - ***Come Out of Executive Session:*** Motion by Webb, second by Martin to Come out of Executive Session. All in favor, motion carried. Session ended at 9:30 a.m.
 - **No Action was taken on Executive Session.**

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

ANNOUNCEMENTS: Chairman Hertel announced the following:

- Martha Jackson sent a thank you card for the County's support letter for the Rt.66 Museum.
- Fire Chief Quint's Family sent the County a thank you card for flowers sent to them.
- The UCCI Seminar for members is on Saturday, January 12th at the Lincoln Presidential Museum in Springfield and the van will leave the Courthouse at 7:15 a.m. and will be at the Litchfield Salvation Army parking lot at 7:30 a.m.
- "County Board Liaisons to other boards" have been handed out on bright yellow paper to insert in member's binders. Hertel encouraged members to go to these meetings and may ask them to give a short report.
- Photographer and Sheriff's employee Bruce Sanford has proofs for County Board pictures on the front desk and the order form sheets are provided for members to order.
- The Dispatching Center will be recognized by the Sheriff's Association as Co-Dispatching Center of the Year for the I-55 Bus Incident. All board members will go to the Sheriff's Office at the next Full Board meeting in February after the consent agenda to recognize the employees and have a tour of the Jail and Courts Complex.
- Chairman Hertel thanked Bob Lentz and the Farm Bureau for the breakfast they provided to Board members this morning and for the use of their facility during Historic Courthouse renovations.

SCHEDULE CHANGES: Chairman Hertel announced the following:

- Coordinating Committee Meeting Time is changed to 6:00 p.m.
- February Building & Grounds Committee Meeting starts at 1:00 p.m. for the next three meetings.

APPOINTMENTS:

1. **Motion by Bathurst, second by Beck to Appoint Ken Nimmons of Litchfield to the Workforce Investment Board for a four year term. All in favor, motion carried.**
2. **Motion by Miles, second by Beeler to Appoint Jo Ann Keele of Nokomis to the West Central Development Council. All in favor, motion carried.**

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore: Motion by Plunkett, second by Miles to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 19, Against – 0, Absent – 1, Abstain -1 (Moore). Motion carried.**
2. **Approval to Pay Any Invoices from Point of Light Awards: Motion by Bishop, second by Bathurst to pay any invoices for Point of Light Awards. Voice Vote: In favor – 19, Against – 0, Absent – 1, Abstain -1 (Beck). Motion carried.**
3. **Motion by Graden, second by Kuchar to pay all other approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2013.**

ADJOURN: Until the Full Board Meeting on Tuesday, February 12th, 2013 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Moore, second by Robinson to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 9:34 a.m.

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

Montgomery County Board

Minutes

For Tuesday, February 12th, 2013 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, February 12th, 2013 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.

Hertel announced that all meetings are being recorded.

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 County Board Member Bob Sneed.

Mileage and Per Diem Approval: Motion by Bishop, second by Webb to approve the mileage and per diem. All in favor, motion carried.

Approval of Proclamation in honor of Montgomery County Sheriff's Department Telecommunications Division's exemplary service to the citizens of Montgomery County:

Motion by Bathurst, second by Gasparich to approve the Proclamation in honor of Montgomery County Sheriff's Department Telecommunications Division. All in favor, motion carried. (For Copy of Proclamation, See Resolution Book 13, page 1).

Approval to Recess the County Board Meeting and to proceed to the Sheriff's Department to recognize the Telecommunication Division and Tour the Jail & Courts Complex:

Motion by Robinson, second by Ronen to recess the County Board meeting. Recessed at 8:38 a.m. All in favor, motion carried. Members walked to the Montgomery County Jail and watched as Sheriff Vazzi and Undersheriff Robbins presented awards to Captain Greg Nimmo, Sergeant Tammy Thompson, Ed Boyd and former dispatcher Amanda Chumley for their efforts during the Mega bus accident on I-55 on August 2nd, 2012. County Clerk Leitheiser read the Montgomery County Board Proclamation again, and Chairman Hertel stated those who the dispatchers helped don't know them and will never meet them, but they will always appreciate what they did for them. Nimmo thanked the County Board and also County Clerk Leitheiser who serves as the County Emergency Public Information Officer. Members toured the Jail and walked through the tunnel to the Courts Complex and briefly heard about the Court Complex building from Circuit Clerk Holly Lemons. Members then returned to the County Board room.

Approval to Reconvene County Board Meeting:

At 9:55 AM, **Motion by Martin, second by Graden to reconvene the County Board meeting. All in favor, motion carried.**

Approval of Minutes of Previous County Board Meeting:

Motion by Webb, second by Wendel to approve the Minutes of the Previous County Board Meeting held on Tuesday, January 8th, 2013. 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 stated March 12th, 2013 is the deadline for voter registration for April 9th Consolidated Election. Deabenderfer asked about early voting and Leitheiser stated that in Montgomery County Early Voting and No-Excuse Absentee Voting are one in the same and will begin on Thursday, February 28th and extend through Monday, April 8th in the County Clerk's office.

4. **County Treasurer's Report** – was submitted.
5. **G.I.S. Coordinator's Report** – was submitted.
6. **Health Department Report** – was submitted.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – was submitted.
10. **T.B. Department Report** – was submitted.
11. **V.A.C. Report** – was submitted.

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

LIAISON REPORTS: Chairman Hertel advised members of Liaison Reports, a new item on the agenda. He will be asking members assigned as liaisons to report on assigned meetings they attend at the next Full Board meeting. He stated if there is something specific to discuss to let him know beforehand. Miles had attended a recent UCCI meeting and reported that UCCI Board is still talking about the State deficit.

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT:

COORDINATING COMMITTEE: Given by Chairman Roy Hertel as follows:

1. **CEFS Central Illinois Public Transit Monthly Progress Reports -Update:** Chairman Hertel reported the monthly progress report for December and January was included in County Board packets.
2. **Report of the Rules Committee -Update:** Chairman Hertel stated Rules Committee member Mary Bathurst will discuss Rules of Order during her Personnel Report.

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

1. **Railing at the Historic Courthouse -Update:** Sneed reported that due to a constituent's recent fall on the north steps of the Historic Courthouse the committee discussed installing better hand railing and signage to advise those entering the building of the handicap entrance on the west side of the Historic Courthouse.
2. **Courts Complex Fire Alarm System -Update:** Sneed reported the committee is getting bids to monitor fire alarms and panic systems.
3. **Maintenance Issues and Report:**
 - **Business Vendor List -Update:** Sneed reported the committee received several business names for the Business Vendor List, and that this will be an ongoing collection. He stated the main reason we are doing this is to keep the money for projects going to County business owners.
 - **Safety Issues -Update:** Sneed reported that Circuit Clerk Lemons addressed safety issues at the Courts Complex with the committee. Undersheriff Rick Robbins and Lemons will be scheduling a meeting to discuss these issues and come up with ideas to help with safety. Sneed stated a policy and procedure needs to be established and employees educated.
4. **Johnson Controls Contract -Approval:** Sneed reported the Annual Maintenance Contract is \$6,149 this year. Beeler asked about the history of Johnson Controls as a vendor and this contract, and Sneed replied that Johnson Controls supervises and is in charge of the heating and cooling system at the Courts Complex. He stated if the county does not wish to continue with Johnson Controls, it would result in a huge cost for a replacement system, which he does not want to do this at this time. Beeler asked if Johnson Controls was responsible for the problems we are having or if the concern is the age of the system. Sneed replied that in his experience, most government buildings including schools and hospitals have contracts like this and Johnson Controls may be responsible for many problems, but some problems are caused by the thermostat constantly being turned up and down. Sneed said that in his view, we need to

have better thermostat regulation. Hertel stated that historically the unit was originally located on the Courts Complex roof and then moved southwest of the building eight or nine years ago. Since that time, compressors have failed and replaced with rebuilt used ones. He also reported computer problems, lack of oil to compressors and valves not working well. Hertel stated previous Building & Grounds Committee members knew the HVAC system would have to be replaced sometime down the road for approximately \$80,000 - \$90,000. Ronen asked if we have looked into a grant and Sneed replied not yet. Hertel asked Ronen to research and provide grant information. Deabenderfer stated that Johnson Controls is partially responsible because their equipment is involved. Sneed replied we would have to replace equipment if we go with another vendor, and stated that his goal is to make the system work better. It is going to be an ongoing situation, and hopefully we can get it rectified. Hertel asked Sneed if the County Board could have a Johnson Controls representative come and speak to the Board, and Sneed replied he plans on contacting them and discussing the problems before the next Board meeting. **Motion by Sneed, second by Deabenderfer to Approve the Maintenance Contract with Johnson Controls for the HVAC at the Courts Complex in the Amount of \$6,149 for this Year. All in favor, motion carried.**

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

1. **County Website Survey -Update:** Hampton+Knodle reported she has been working with Information Systems Manager Bill Purcell on updating the County website and changes will be unveiled at the March meeting. Surveys will be sent out on February 19th to all Department Heads where they will be asked for Frequently Asked Questions and other suggestions for the website. The surveys will need to be returned by February 28th, 2013 and the committee will review the results at their March meeting. Also, Information Systems Manager Purcell will attend the Economic Development Committee in March. Hampton+Knodle will continue to update Board members on website changes and also asked members to give input.
2. **MCEDC -Update:** Hampton+Knodle reported the MCEDC Board met on Thursday, February 7th at 4:15 p.m. with County Board members Deabenderfer and Ronen in attendance, and their budget was presented and approved. Former MCEDC representative and current County Board member Megan Beeler gave her last report on business retention. The annual meeting will be held on Tuesday, March 26th and she encouraged Board members to attend.
3. **Central Illinois Economic Development Authority (CIEDA) -Update:** Hampton+Knodle reported that she is chairman for CIEDA and she will be attending a CIEDA meeting on February 26th in Taylorville and will see if there are current projects underway that may impact Montgomery County Economic Development.
4. **Planning Commission Meeting Date -Update:** Hampton+Knodle reported that the committee reviewed a list of possible meeting dates and chose two dates. The first option for the meeting will be Tuesday, February 19th at 6:00 p.m. and the second option will be Wednesday, February 27th at 6:00 p.m. The meeting will be at the Annex building and will have a full agenda.
5. **Committee Members' Economic Development Goals -Update:** Hampton+Knodle reported that she asked each Committee member to state a goal for the committee. She stated the consensus of Committee members was the need for an increase of jobs and business recruitment and for higher paying jobs. Committee members also stated that business retention is important along with setting good policies, and we can look at MCEDC and other partners in the County as resources. Deabenderfer stated to the committee that he would like to see the County have a full-time Economic Development representative to serve the needs of the County and Hertel stated to the committee that it would be nice to have an Economic Development Director with an office that would work for the whole County.
6. **County Priorities to Share with General Assembly -Update:** Hampton+Knodle gave several examples to look to the General Assembly for ways to raise revenue as follows: legislation to help fund 911 by raising rates on cell phone lines to compensate for the number

of land lines that have been disconnected; continued state funding of township road and bridge programs; on-time payments and full state reimbursements for schools, hospitals and healthcare providers; and encourage retrofitted/scrubber equipped Illinois-based coal-fired plants to use Illinois coal. She will get together a talking point sheet for members to provide to the General Assembly. Discussion took place on the new legislation to raise 911 funds for cell phones from \$.73 to \$1.00. Plunkett stated that he would like to see it raised to \$2.00. Deabenderfer stated most families have several cell phones and he wondered if they would be charged this additional fee per cell phone. Gasparich stated the State redistributes the funds and the county doesn't get what it needs. He stated the increase should go to the county who provides the 911 service. He also reported that voice-over-internet phone calls are not taxed the \$2.00 land line fees, which is another concern. Hertel stated costs for 911 emergency services are going up and encouraged members to call their legislators. Gasparich reported that 911 has been successful in locating and rescuing people who have called 911 from their cell phones, and it is not fair that it costs less than \$.75 to do so.

7. **Governor's Rural Affairs Council -Update:** Hampton+Knodle reported she attended a meeting in January and the Council will meet again in April this year. She shared information on local foods programs and incentives with the chambers of commerce and University of Illinois Extension Service.
8. **Grain Belt Project -Update:** Hampton+Knodle reported this Transmission line project goes from Kansas to Sullivan, Indiana, is slow moving and has no movement in Illinois with two Ameren projects delayed at the present time.

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

Ambulance Call Reports:

A summary of monthly operations for **January 2013** is as follows:

Total calls: 428 Total amount billed: \$258,481.80 Amount collected: \$144,221.51

AMBULANCE REPORT:

1. **Collections -Update:** Total Collections for **January** are **\$144,221.51** (Old System \$143.08, New System \$144,078.43)

EMA:

1. **Shake Out -Update:** Savage reported the County continues to prepare for a potential earthquake in the Midwest through a program that was held on February 7th called Shake Out. He stated that there is an earthquake fault line in Missouri that extends to Illinois and informed members during an earthquake to "get down, get under and hold on" under doorways and furniture. The County is registered with "The Great Central U.S. Earthquake," a multi-state partnership for increased earthquake awareness.
2. **Regional Meeting -Update:** Savage reported Director Holmes attended the Regional IEMA meeting on February 8th, 2013.
3. **Security Issues – Meeting with Sheriff's Department -Update:** Nothing has been scheduled at this time. Savage reported the committee will continue to work with the Sheriff's Department on safety issues.
4. **AED/Defibrillator Units -Update:** Savage reported the committee approved the purchase of 4 sets of pads and 5 batteries for the AED/Defibrillator Units.
5. **Knox Boxes -Update:** Savage reported that the three Knox boxes (Emergency Service Entry Devices) have been installed and keys have been placed inside for County buildings. Fire Chief Lyerla has been informed of this and has been given keys to the Knox boxes, which are independent of other keys.
6. **Accreditation -Update:** Savage reported we have been approved with IEMA for another year.
7. **Emergency Operation Plan (EOP) -Update:** Director Holmes reported to committee that she would like to have the Emergency Operation Plan completed by May 2013. She has sent some reminders to other offices for their part of the plan. Holmes asked Fire Chief

Sumpter from Litchfield to review his section. Member Gasparich will also review the plan.

8. **Tornado Policy -Update:** Savage reported the Tornado Policy has been written and sent to Circuit Clerk Holly Lemons to review for her office.
9. **HazMat -Update:** Savage reported that MABAS President Leo Beasley stated that they will be a good steward of the County funding of \$1,500. Beasley gave an update on items that would be purchased with the \$1,500 for MABAS equipment.
10. **Lock Down & Evacuation Policy for Schools -Update:** Savage reported that Gasparich has drafted a non-law enforcement Lock Down & Evacuation Policy for Schools which includes guidelines on what to do in case of this emergency and now needs to be reviewed by the Fire Chief. Once this review is complete, Gasparich will bring it to Director Holmes to provide to Regional Superintendent of Schools Marchelle Kassebaum to distribute as needed. Chairman Hertel stated at the committee that the other County Offices should also get a copy of this plan.
11. **EMA/Ambulance Bills -Update:** Savage reported the committee examined the bills and recommended them for payment.

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

1. **Revolving Loan Fund -Update:** Gasparich reported MCEDC provides low interest loans to three businesses through the Revolving Loan Fund program, and presently one client is in bankruptcy, the second client is two payments behind and the third client is paying on time. There presently is a fourth new application that has been submitted. This Revolving fund balance is General Fund money set aside for this specific purpose and can be put back in the General Fund if economic times get rough.
2. **Elected and Appointed Officials to Discuss FY 2013 Budget and General Fund Balance - Update:** Gasparich reported the committee met with Elected and Appointed Officials and stated this was not meant to be an alarmist meeting, but allowed Finance Committee members to share the status of General Fund Revenue. Each Department Head was asked to go back to their budget and approach the committee with any suggestions they may have to decrease operational expenses both in this year and for next year's budget and take a strong look at other sources of revenue. Gasparich stated that the meeting was well received by the officials and believes they had an understanding of the committee's request. Gasparich reported to them that our goal is to have \$3.5 Million reserves in the bank for a rainy day fund in 4 years. Also, each year the County borrows about \$500,000 from the General Fund to pay for IMRF, Social Security and Liability Insurance, and then we pay it back to those funds when taxes are collected. As an alternative, the County can tax for these 3 items. There has been about \$2.4 Million of Coal Rights sales money that went into the General Fund to pay the bills. Gasparich referenced members to review the following itemized Coal Sale expenditures totaling \$3,454,000 in the Finance committee minutes:

Highway	\$ 49,000	Historic Courthouse	745,000
Annex	557,000	Sheriff's Dept.	513,000
Animal Control	338,000	GIS	300,000
Hurst-Rosche	216,000	Property purchase	161,000
Revolving Loan	250,000	Fayco	148,000
Misc.	47,000	Forrestal Group	130,000

3. **Circuit Clerk Audit -Update:** Gasparich reported that the Circuit Clerk Independent Audit by Patton & Company P.C. is now complete and it looks good. Members have received a two page summary in their packet at today's meeting, but are welcome to review and study the entire audit. A month will be allowed to members' review and approval will be asked for next month.

4. Monthly Coal Revenue and Revenue, Expense & Bank Balance Report -Update:

Gasparich reported that Member Beeler worked with Treasurer Jenkins who then prepared two graphs to give Board members a general snapshot of General Fund Operating Expenses and Revenues. **(For copies of the graphs, see Resolution Book 13, pages 2-3).** Gasparich asked Beeler to explain the reports, and Beeler stated that the Orange graph shows month by month revenue and expenses with green as revenue and red as expenses, and called members' attention to the spikes in revenue. She reported that expenses fluctuate as well. The idea of the chart is establish a flow of both revenues and expenses. The Blue graph shows a fiscal year to date report of revenue and expenses along with cash in the bank. Total revenue is going up, but expenses continue to climb and are a lot more than revenue. The blue line on this graph is our cash in the bank, which is cash available to cover expenses. As a county, we are spending more than we are taking in. Deabenderfer asked if the blue line includes coal royalties and Gasparich replied coal royalties are not included in the graph, but are in a separate fund. Beeler reported that the recent Ameren sales tax money is reflected in the chart also. Gasparich stated it is our intent to show members the flow of money over time, and emphasized that the money from the operation of the coal mine is funding above and beyond our general revenue collection. The fiscal information shared with the Office Holders will go out to employees via a letter once he approves it. Bathurst asked what is left of the money from the sale of the coal rights and Gasparich replied that the current balance of \$878,000 in the General Fund is what we have left. Bathurst asked if members could get a report on coal royalties and Gasparich replied affirmatively, stating that last month the amount was \$110,000 and the month before that was \$167,000. Hertel replied it won't be long and we will have to use coal royalties to pay bills and at next month's meeting Board members will decide how much to transfer to the General Fund. Graden asked if we earning some interest on coal royalties and Hertel replied very little. Gasparich stated we need to be frugal and keep the county services running. Hampton+Knodle asked for a monthly financial statement that will show every account and coal royalties and balances for each month. She also asked about information in the Finance minutes stating we are spending \$21,000 each day with daily revenue of \$15,000 - \$16,000 and Gasparich stated that was a generalization made based on the division of the amount of money we take in versus the division of the amount of money we put out. Gasparich advised members to contact Treasurer Jenkins with any questions, and to also look at the Treasurer's Report for accurate records. Hertel stated that if you take the coal revenue by month, it takes \$5,000 a day of coal revenue to make up the difference. Hampton+Knodle asked what will happen when the coal is gone, and Gasparich stated when we end this fiscal year we have to have money in the bank to pay expenses. We have to find a way to put revenue in our account each year to draw on. Gasparich stated we need to be cognitive of this information as we go into budget hearings. We have to look at what we are spending and ask ourselves if there is a way to make things more efficient. Hampton+Knodle asked if we are going to do what school systems do and provide an audit to the newspapers and Gasparich replied we will when the County audit is done. Gasparich explained that the Treasurer's Report has key items in it with actual numbers and the charts just shows trends, and encouraged members to look at the Treasurer's Report each month. Hertel reported the audit is completed in April, and our auditor suggests \$5 Million in reserves in the General Revenue Fund, but we won't be able to attain that goal. Deabenderfer asked which departments bring in more revenues than they spend and Hertel replied the County Clerk, Circuit Clerk, State's Attorney and Sheriff's Department are the main offices that provide revenue. Deabenderfer asked about Animal Control and Hertel replied Animal Control spends \$30,000 more than what they take in. Hertel also stated that Recycling can spend \$150,000 to \$250,000 more than what they take in because the price of commodities they are selling is down. Last year recycling had over \$100,000 deficit (which overall was a proposed budgeted difference of income minus expenses of approximately \$50,000). Miles stated he thought Recycling was almost self-sufficient, but Hertel replied it depends on what they sell and on the prices at the time of sale. Hertel stated that Recycling Coordinator Lutz reported yesterday that

prices are down. Bathurst wanted to inform new Board members that our auditors tell us each year not to use coal revenue for daily operations since we never know when they will stop producing and selling coal. Gasparich stated he doesn't run the departments, but is in charge of the Finance Committee as a fiscal watchdog. It's impossible for his committee to decide on how much money is to be spent unless offices cooperate with us and we work together on these issues. He reported that 87% - 90% of expenses are personnel costs, but his committee is asking what else there is to cut. Bathurst asked if the newspapers can publish monthly bullet point information on finances and trends as it needs to get out to the public because the public continues to ask what we are doing with the coal funds. Graden agreed with Bathurst.

5. **Copy Machine Survey -Update:** Gasparich reported that information was collected from each office through a copy machine survey recently distributed and the committee reviewed the reports. Copies are expensive and the committee wants see if we can make it more streamlined. The committee wants to know if the offices are getting their money's worth for the copies they are making. Gasparich stated the committee is also looking at other expenses we have. Member Beeler teaches a Master's level economic class, and her class may take the information and analyze it as part of their course requirements. A representative from Tom Day Business Machines will be invited to the next Finance Committee meeting to discuss the copy machine maintenance contracts.

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

1. **Elections -Update:** Beck reported County Clerk Leitheiser stated local clerks have certified the ballots for the April 2013 Consolidated Election, and ballots are being proofed and asked Leitheiser to speak to members with more information. Leitheiser reported the Governor's State of the State address endorsed exploring online voter registration and stated if this requirement becomes law we will implement it, but she is concerned with the potential of voter fraud, since taking the "human" element out of the registration process may lead to improper activities. Leitheiser also stated she reviewed correspondence from Democratic Central Comm. Chairman Steve White with the committee regarding keeping current precinct structure and Election Judge selection procedures, and at Chairman Beck's request an addendum to his letter was provided which approved the current "attrition" method of selecting Election Judges. Leitheiser expects to use 5 Election Judges per polling place in the April 9th, 2013 Election, but to save funds we could possible use 3 Election Judges per polling place through this "attrition" method which allow to not replace an Election Judge who can not serve when it is feasible. Leitheiser said that in using this method, the goal is to be frugal, but fully staffed. She also reviewed recent correspondence from the Illinois State Board of Elections stating that due to budget constraints the County will only receive 66% of the Election Judge reimbursement from the November 2012 Election and to expect no reimbursement for the upcoming April, 2013 Election. At \$45 State Reimbursement for each Election judge salary, we would have been reimbursed \$6,615 for November, but now reimbursement will be \$4,365.90 with a reduction of \$2,249.10. For the April 2013 election, we will be \$5,850 unfunded by the State. Leitheiser reported Judges receive training before each election and earn \$135 per day of service and asked the Board not to lower their salary amount, which they definitely earn. Hertel stated the Board may decide to make adjustments for the 2014 and 2015 elections and will look at our financial status at that point. Leitheiser stated she hopes that decision will be made with the consent of both Party Chairmen and County Central Committees.
2. **Recycling Program and Events:**
 - **Electronics Contract Renewal with Com2 Technologies -Approval:** Beck reported the committee reviewed the renewal of the Electronics Recycling Contract with Com2 Technologies, with Com2 now paying us \$.02 per pound for any electronics we collect for them. **Motion by Hampton+Knodle, second by Graden to Approve the Electronics Contract Renewal with Com2 Technologies for \$.02 per pound. All in favor, motion carried. (For copy of contract, see Resolution Book 13, pages 4-6).**

- **Next Electronics Drive -Update:** Beck reported the next spring Electronics Recycling Drives are Thursday, April 18th from 12 p.m. - 5 p.m. and Friday, April 19th from 8 a.m. - 3 p.m.
 - **Prison Trailer -Update:** Beck reported the two recycling trailers at Graham Correctional Center were broken and prisoners in the carpentry program repaired them for the cost of the wood. The Recycling Center picks up cardboard there 2 – 3 times per week.
 - **Revenue -Update:** Beck reported Lutz is looking for additional revenue by getting costs on an on-sight paper shredder and has recently found a company that will be paying double what we are currently getting for our plastics. Beck also informed members about a company that takes 8 plastic bottles and makes blue jeans, which would require sorting plastics but offer additional revenue.
3. **EPA Report -Update:** Beck reported Gonet is working on the 5 Year Solid Waste Recycling Act Plan Resolution and is getting information from Recycling Coordinator Lutz on recycling numbers and statistics. The Committee discussed the possibility of Gonet enforcing nuisance violations in the smaller towns by entering in an Intergovernmental Agreement that would give him the authority to do so. Beck stated he may be able to help small towns this way, but we don't know if he has the time since he has to fulfill his State contract.
4. **Animal Control Facility and Program:**
- **Roaming Cat Room -Update:** Beck reported donations are up to \$1,900 for the free-roaming cat room. Assistant State's Attorney Betsy Wilson is checking to see if volunteer labor supplied at this addition would be covered on County Insurance. Graden stated the room is under the roof already; and only a wall and door are needed. Building & Grounds Chairman Bob Sneed has also looked at the building.
 - **Increase Fee for Rabies Tags –Approval to Table Issue till Next Month:** Beck reported that Richardson stated that she could raise revenue in the budget by raising the fees for rabies tags. They are currently \$5 for altered animals and \$15 for animals that are not spayed or neutered. There are about 4,600 tags sold each year. **A motion was made by Beck and a second by Webb to Raise the Rabies Tag Fee from \$5.00 to \$10.00 for a Sterile Pet and from \$15.00 to \$20.00 Fee for Pets that are Not Spayed or Neutered Beginning January 1st, 2014.** Bathurst asked if the committee asked other counties what they charge for Rabies Tag fees and Board Administrator Daniels reported that Macoupin and Logan Counties charge \$10 for altered and \$25 for intact animals. Sangamon is \$9 and \$35; Bond County charges \$2, but doesn't have overhead with the human society there; Fayette County doesn't charge anything and contracts with a Veterinary; Christian County is \$5 for 1 year and \$10 for 3 year sterile animal with no additional fee for intact. Sneed asked if all counties have Animal Control facilities and Daniels said they did not, and he said if other counties don't have Animal Control facilities, that may be the reason why there are little or no fees for rabies tags there. Plunkett stated he would like a month to think about this as the fee would be doubling if this increase is approved. Moore asked about the percentage of animals not tagged and wondered if raising fees would drive away public participation. Bathurst would not like to see the fee raised for altered animals. Hampton+Knodle asked how many multiple pet owners exist in Montgomery County as most people have more than one pet. Beeler would also like to see those totals. Administrator Daniels was asked when fees increased in the past and by how much and she replied that in 2005, fees went from \$2 to \$5 and the State passed a law that required pet owners with an intact animal pay an additional \$10 that will be put in a Pet Population Control Fund. Daniels stated eligibility criteria has to be met for citizens to use funds from the Pet Population Control Fund, which now helps citizens pay for spay and neuter requirements through a voucher system. Deabenderfer asked if Veterinarians have a rabies tag fees and Daniels replied the rabies tags and certificates are issued by the County and given to the Veterinarians, and then there is a charge from the Veterinarians for the Rabies

Vaccination service and the County tags are an additional cost to the pet owners. Beeler asked if rabies tag purchases decreased after the Board increased the fees in 2005. Daniels responded that they did decrease somewhat. Hampton+Knodle asked if members could receive more information before the next Board meeting and Daniels responded that she will compile the information for their review at next month's meeting. **Motion by Plunkett, second by Bathurst to Table Increasing Rabies Tags Fees until more information is received Next Month. All in favor, motion carried.**

- **Volunteers -Update:** Beck reported that she had implemented an age limit of 18 to be able to volunteer at the facility due to an incident at the facility. Minor volunteers will still be allowed to work with the cats at this time. The committee is looking at rules and procedures and a meeting is scheduled with PAWS Care to discuss their role at the facility. Beck stated Animal Control is a huge liability and we need rules in place including the creation of a policy manual for employees and volunteers to follow.
- **Facebook -Update:** Beck reported that the committee discussed some problems with the Animal Control Facebook page. The committee told Warden Richardson that all comments and responses need to be blocked on the County Animal Control Facebook page because of some negative comments. Beck reported PAWS CARE uses Facebook and has had success with animals on Pet Finder.

ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Gene Miles as follows:

1. **Road & Bridge Fuel & Rock Lettings -Approval:** Miles reported the Fuel and Rock Lettings were held on the same day to save money. One fuel bid was received and awarded as follows:

M & M Service Company – Fixed Bids Effective February 1, 2013
Gasoline \$3.291/Gallon With Taxes
Diesel Fuel \$3.776/Gallon With Taxes

Motion by Miles, second by Branum to Approve the Fixed Fuel Prices Bid from M & M Service Company of \$3.291/Gallon for Gasoline and \$3.776/Gallon for Diesel Effective February 1st, 2013 and valid for one year. All in favor, motion carried.

2. **Low Bid Approvals for Rock Letting:**

- 2013 Various Road Districts MFT Rock for Section 13-XX000-00-GM
- 2013 County MFT Rock for Section 13-00000-00-GM

Motion by Miles, second by Kuchar to Approve Low Bid Figures for the above listed Road Districts and the County that were Submitted in the Rock Letting Minutes held on January 23rd, 2013. All in favor, motion carried.

2. **Raymond Road District Letting Date -Update:** Miles reported Raymond Road District Letting will be changed from February 27th to have the letting at the regular Road & Bridge Meeting on Wednesday, March 6th, 2013 at 8:30 a.m. Engineer Smith will work the letting dates into Regular Committee meeting dates when possible.
3. **Red Ball Trail -Update:** Miles reported the Red Ball Trail road condition is not good and we don't have a solution yet to make it better. Future options will be discussed with the State's Attorney's Office.
4. **Mt. Olive Trail Project -Update:** Miles reported the County is not planning on proceeding with the Mt. Olive Trail Project. Engineer Smith explained that 10 years ago and two County Engineers ago, the County received \$57,000 in Federal funds to do the design work. The time is running out to do this project and the money would need to be paid back to this special fund. Smith reported we won't lose money; it will be redistributed for other uses.
5. **911 Signs -Update:** Miles reported the 911 Board no longer has funds to purchase 911 signs. The committee discussed and approved that the material cost of the signs will come out of the General Fund and the Highway Department will do the labor to install.

PERSONNEL COMMITTEE REPORT: Given by Chairman Mary Bathurst as follows:

1. **Report of the Rules Committee -Update:** Bathurst explained the changes to the Rules of Order, which include the following: 1) A Public Comment section is added. The public is welcome to pick up a Public Comment Card before or during the meeting for anyone to make a comment. 2) New Rule #35 includes civil action and a fine if members do not attend a Full Board meeting three times consecutively. Deabenderfer stated it would be hard to define “just cause” in order to fine someone, and he is bothered with how this can be done legally. Bathurst stated this would be voted on by the Board. Moore asked if this is a judicial issue and Hertel replied it will be deferred to the State’s Attorney. Assistant State’s Attorney Wilson explained the Board will discuss whether to take civil action and if so, the State’s Attorney would file a claim, but the ultimate arbitrator is the judge. Wilson stated “just cause” doesn’t have to be in the Rules of Order; it is the County’s interpretation. Graden asked if there has been a problem with members not attending, and Hertel replied affirmatively that there has been an issue in the past. Miles asked if there was a need for this now and Bathurst replied there were constituents who were not being represented due to the absence of an Elected County Board member. Hertel reported that legislature did enact this for Board members who willfully do not report to meetings. Savage reported that he ran for County Board office because constituents were not being represented in his district and won, so he believes the system already works. Moore questioned whether the Board’s vote would have to be unanimous and Hertel replied the committee would decide this at the next Rules Committee meeting. 3) Bathurst explained New Rule #36, which was suggested by Mike Webb and deals with teleconferencing at committee meetings. This would allow Board members to participate in committee meetings if they are not able to be physically present, but they would not receive a per diem, and a quorum must be made first. Plunkett stated we don’t want to encourage members to phone in to committee meetings, and this should only be used when necessary. Martin asked by what means would this teleconferencing take place and Bathurst replied it would be done by cell phone. 4) In Rule #20 the word “Chairman” is changed to “Chairman of the Board.” 5) In Rule #27, the Board cannot act on public comments just brought up. 6) In Rule #28, the 15 minute time frame for a spokesperson to address the Board has been changed to 5 minutes. Graden asked if the Chairman can allow more than 5 minutes, and Chairman Hertel responded affirmatively. Beeler asked if #28 applied to Full Board meetings and Hertel said yes it does. She also asked how the public can comment at Committee meetings and was informed by Bathurst that Committee meetings are open meetings so the public only needs to raise their hand to be able to address the Committee.
2. **Circuit Clerk’s Union Local #148 -Update:** Bathurst reported the committee will meet at 4:30 p.m. and then with the Union at 5:00 p.m. on Thursday, March 7th in the County Board Room.
3. **Highway Dept. Union Local #1084 -Update:** Bathurst reported the committee will meet at 5:00 p.m. and then with the Union at 5:30 p.m. on Monday, February 25th in the County Board Room.
4. **Job Salary Survey -Update:** Bathurst reported Ron Duncan is reconfiguring the Job Salary Report at the committee’s request. The finished product will be presented at the next Full Board in March.

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

ANNOUNCEMENTS: Chairman Hertel announced that members can pick up County Board photographs many members recently ordered.

SCHEDULE CHANGES: Chairman Hertel announced the following changes or reminders:

- Raymond Road District Letting has been changed to the Next Regular Road & Bridge Committee Meeting on Wednesday, March 6th, 2013.

- Special Personnel Committee meeting with Highway Dept. Union Local #1084 will be held at 5:00 p.m. and then with the Union at 5:30 p.m. on Monday, February 25th in the County Board Room.
- Building & Grounds Committee meets again at 1:00 p.m. in March through May.
- Thursday, March 7th is the next Special Personnel Committee meeting with the Circuit Clerk's Union Local #148. Committee will meet at 4:30 p.m. and meet with the Union at 5:00 p.m.

APPOINTMENTS:

1. **Motion by Beck, second by Ronen to Appoint Bill Kinney to the Litchfield Airport Authority Board to serve Gene Mitchell's remaining term through June 30th, 2013. All in favor, motion carried.**

PUBLIC COMMENTS: Chairman Hertel gave permission for Bill Schroeder of Hillsboro (who filled out a public comment card) to speak to the Full Board. He spoke on the topic of County Priorities to share with the General Assembly. He asked the Board to keep in mind the issue of a severance tax on coal and perhaps other natural resources such as oil and gas. In particular with respect to coal, Schroeder discussed the possibility of a proportional share of the proceeds of a severance tax to come back to the specific counties from where the coal was mined as a result of legislation. Hampton+Knodle stated the Economic Development Committee is discussing this issue and she will contact him with information.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore: Motion by Plunkett, second by Deabenderfer 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 Bishop, second by Miles to pay all other approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2013.**

ADJOURN: Until the Full Board Meeting on Tuesday, March 12th, 2013 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Gasparich, second by Webb to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 11:45 a.m.

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

Montgomery County Board

Minutes

For Tuesday, March 12th, 2013 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, March 12th, 2013 in the County Board Room, 2nd floor of the Historic Courthouse, Hillsboro, Illinois.

The meeting was called to order by County Board Vice Chairman Mary Bathurst at 8:33 AM.

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

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

Members Absent: Board Chairman Roy Hertel, Earlene Robinson

Pledge of Allegiance to the flag was given.

Mileage and Per Diem Approval: Motion by Miles, second by Branum to approve the mileage and per diem. All in favor, motion carried.

Approval of Minutes of Previous County Board Meeting:

Motion by Beck, second by Wendel to approve the Minutes of the Previous County Board Meeting held on Tuesday, February 12th, 2013. 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 stated that today, March 12th, 2013, is the last day to register to vote or change voter name or address for the April 9th Consolidated Election. Absentee voting is underway and as of today that office has received 177 ballots, 40 have been accepted and 137 have not been received. Absentee/Early voting will also be open on the last three Saturdays on March 23rd, March 30th and April 6th from 8:00 a.m. to Noon.
- 4. County Treasurer's Report** – was submitted.
- 5. G.I.S. Coordinator's Report** – was submitted.
- 6. Health Department Report** – was submitted.
- 7. Probation Officer's Report** – was submitted.
- 8. Public Defender's Report** – was submitted.
- 9. Sheriff's Report** – was submitted.
- 10. T.B. Department Report** – Sally Adams was present for questions and stated testing numbers are down because their nurse has a broken leg.
- 11. V.A.C. Report** – Dave Strowmatt was present for questions.

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

LIAISON REPORTS: Board members had nothing to report from the Liaison meetings they attended. Vice Chairman Bathurst asked members to be prepared to share anything they have to report for the next Board meeting.

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT:

COORDINATING COMMITTEE: Given by Vice Chairman Mary Bathurst as follows:

1. **Job Study Presentation by Ron Duncan, U of I Extension -Update:** Bathurst stated the Job Study draft is ready to review for one month and will take action at the April Full Board meeting. Bathurst stated we will vote to accept it, not implement it, and that the Job Study will be on our website. We have flash drives to distribute in .PDF and word formats. A sign-up sheet will be available for the flash drives and hard copies. Bathurst introduced Ron Duncan and gave his credentials, and he proceeded to present Job Study results to Board members. Duncan reported that the Board hired the University of Illinois Extension in July, 2012, and his role in the process is not to determine the worth of what each employee is paid, but instead is a comparison of county employee compensation to comparable positions at the State and Federal levels, as well as with three Illinois counties similar to our county. Duncan gave his PowerPoint presentation and explained to Board members how to interpret the Job Study, and pledged that a copy of his presentation will be made available for the County Board minutes. Deabenderfer asked what kind of employee evaluation tool the county has and if the emphasis on cross training is reflective in the document and Duncan stated this information was not part of the job study parameters. Bathurst reported that this Job Study is our starting resource to help the County Board with decisions and stated that Duncan will be back next month to answer more questions.
2. **Report of the Rules Committee -Approval:** Mike Plunkett reported changes to the Rules of Order as follows:
 - **2nd page of Rules of Order Booklet under Rule #2: Add Liaison Reports after Consent Agenda:**
 - **2nd page of Rules of Order Booklet under Rule #2: Add Public Comments after Appointments:** Any member of the public can speak to the Board on non-action items. Public Comments cards are available to the public. The Rules will be posted on the back of the card.
 - **3rd page of Rules of Order Booklet - Change Rule #20:** There shall be eight (8) standing committees. Each member shall be on at least one committee. The Chairman **of the Board** or his/her designee shall be an ex-officio member of each committee.
 - **3rd page of Rules of Order Booklet - Change Rule #27:** Any Person, persons or organizations ~~wishing to appear before the Board~~ **wanting to submit information for Board Action** must notify the County Clerk of such request by 4:00 PM on the day the Coordinating Committee meets prior to the next scheduled Full Board Meeting. Persons may also speak before the Board at the Invitation of the Chairman.
 - **3rd page of Rules of Order Booklet - Change Rule #28:** If a group is invited to address the Board, such group shall choose one spokesperson as their representative and that spokesperson shall be allowed to speak ~~15~~ **5 minutes.**
 - **4th page of Rules of Order Booklet – Change Rule #30:** Committee discussed having an order of succession on who would run the County Board Meetings if the Chairman or Vice Chairman were not available. **Rule # 30:** Any Vacancy in the County Board Chairmanship shall be filled by the Vice Chairperson of the County Board, who shall be appointed by the Chairperson. **The Chairperson shall preside at all meetings of the County Board. In the event of the absence or temporary inability of the Chairperson to preside at a meeting, the Vice Chairperson shall act as Chairperson pro-tempore for the meeting. In the event that neither is available, the order of succession shall be the Personnel Chairperson, Finance Chairperson, Economic Development Chairperson.**

- **4th page of Rules of Order Booklet – Add Rule #35:** A Board Member may conference call to a committee meeting if they are unable to attend for health or work related reasons. There must be a quorum physically present at the meeting, and then the board member can participate in the Committee meeting by phone. Only members physically present at the meeting will receive per diem.
- Plunkett reported the committee decided to delete the proposed rule: **If a County Board Member misses 3 consecutive Full Board Meetings, without just cause, then that member may be prosecuted in a civil action for willful neglect in accord with 55 ILCS 5/5-1013, and may have to forfeit the sum of \$200.00.** Plunkett stated this is already State law and we do not need to include it on County Board Rules of Order.

Motion by Plunkett, second by Kuchar to Approve the Changes to the Rule of Order of Montgomery County Board as Presented. All in favor, motion carried. (For a copy, see Resolution Book 13, pages 7-10).

3. **CEFS Central Illinois Public Transit Monthly Progress Report -Update:** Vice Chairman Bathurst reported the monthly progress report was included in County Board packets.

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

1. **Maintenance Issues and Report -Update:** Sneed reported the following:
 - Jail Generator is not working properly and CK Powers was called to look at why it is having problems starting.
 - Tempering Valve at the ROE office faucet will be replaced.
 - Maintenance staff is cleaning and replacing filter and cleaning bugs out of lights.
 - Work orders will now go to the jail and Lloyd will get them from the Sheriff every morning.
2. **Historic Courthouse Elevator -Update:** Sneed reported Schindler reprogrammed the elevator about one week ago due to problems of the elevator sticking on the 3rd floor a few weeks ago. IL State Fire Marshal office was called and the red identification tag for the elevator will be here soon. Third party annual inspection will be held April 11th.
3. **HVAC at Courts Complex -Update:**
Seeking numbers for a grant to HVAC System: Sneed reported the committee discussed checking into some leads for grant money that may be available for a new HVAC System at the Courts Complex. Sneed stated that he is communicating with Johnson Controls to see what can be done about regulating the controls for the heating and cooling issues at different offices at the Courts Complex to get the system to work more efficiently. The system is about 20 years old now.
4. **Fire Alarms and Panic Systems -Update:** Sneed reported Wareham's Security came and did a walk through to look at what would be needed to upgrade the fire alarm system in various areas of the Courts Complex. Russ Campbell of Mac's Fire & Safety did not do a walkthrough. County IT representative Bill Purcell has tallied up the total number of heat and smoke detectors and horn strobes that would be needed for the upgrade. Purcell will draft the bid specs and send out to Mac's Fire & Safety and Wareham's Security for bids. The committee approved getting two separate bids for Fire Alarm Systems at the Courts Complex and the Animal Control Shelter. Sneed reported we added more horns and strobe lights to make the system more efficient so everyone can hear. He stated we will get more information for fire alarms for the recycling centers.
5. **Safety Issues at Historic Courthouse -Update:** Sneed reported we will obtain prices to re-key the building locks of the Historic Courthouse to make it more secure, since it has been a long time since locks have been upgraded.
6. **Announcement: Building & Grounds Committee meets again at 1:00 p.m. in April, 2013.**

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

1. County Website -Update:

- **Bill Purcell to Show Changes Made:** Hampton+Knodle reported Bill Purcell gave an update on the changes to the County website that was just went live on the internet. After reviewing a few of the pages, some minor adjustments were made. After checking the rubric, our County Website scores doubled from last year's score. Heather thanked Purcell and Office Holders for participating in updating the website.
- **Assess Input from County Website Survey to Determine Next Steps:** There was a good response rate and input from departments. She will compile and work with Purcell and the offices to update the website.

2. MCEDC -Update:

- **Annual Meeting at Church St. Pub:** Will be held on Tuesday, March 26th, 2013. networking will begin at 6:00 p.m., dinner will begin at 6:30 p.m. and the Meeting will start at 7:00 pm. There is a \$15 fee that will be collected at the door, and Hampton+Knodle stated this is not a paid meeting or mileage.
- **Appointment of David Ronen as the County Representative to the MCEDC:** Deabenderfer shared his intent to resign from the MCEDC board as his chairmanship ends at the annual meeting. The committee discussed the appointment of David Ronen to serve on the MCEDC. Board will have the opportunity to approve at end of Full Board meeting.
- **Next Regular MCEDC meeting date:** This meeting will be held on Tuesday, April 2nd at 4:15 p.m.

3. County Employee Survey to ask how to Cut Expenses or Increase Revenues -Update:

Hampton+Knodle reported that County Board member Megan Beeler has checked with different options for someone outside the county to work on this survey, which will be collected and tabulated in a confidential way. Results are expected before July 4th, so the County Board will have information back before budgeting is finalized. Beeler will bring additional information regarding the survey to the April meeting.

4. Planning Commission Update -Update:

Hampton+Knodle reported the next Comprehensive Planning meeting is Wednesday, March 20th at 5:00 p.m. in the Annex building. The committee discussed the Planning Commissioner terms and when their terms would expire. There are five members that need to be re-appointed at the end of this meeting as follows: Ruben Boehler, Ed Banovic, Tobin Ott, Kris Reynolds and Bill Schroeder. Board will have the opportunity to approve at end of Full Board meeting. Assistant State's Attorney Betsy Wilson is also interested in attending future Comprehensive Planning meetings and is checking for approval from the State's Attorney. Hampton+Knodle asked members to please review the Planning Commission goals and get back to her by March 18th. **(For a copy of the goals, see Resolution Book 13, pages 11-15).** Wilson is looking at legal ordinances and potential fees for things to be implemented in the Comprehensive Plan.

5. Grant Fund Summary from WCDC -Update:

Hampton+Knodle reported the Committee reviewed a report from Mike Cavanaugh of West Central Development Council on the Summary of grants that have been awarded to Montgomery County from 1983 to present, which have mainly been water and sewer infrastructure type grants. **(For a copy of the report, see Resolution Book 13, pages 16-23).**

6. Business Recruitment -Update:

Hampton+Knodle reported Litchfield Economic Development Director and the CIEDA Director was invited to meet with the committee to see if there are any tools we can put together to help businesses throughout Montgomery County.

7. County 2013 Priorities List:

Hampton+Knodle distributed a list of legislative priorities to County Board members for their review. **(See Resolution Book 13, page 24).**

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

Savage reported on Ambulance Calls and Collections.

Ambulance Call Reports:

A summary of monthly operations for **January 2013** is as follows:

Total calls: 428 Total amount billed: \$258,481.80 Amount collected: \$144,221.51

AMBULANCE REPORT:

1. **Collections:** Total Collections for **February** are **\$115,651.82** (Old System \$129.00, New System \$115,522.82)

EMA:

1. **Defibrillator Units:** Savage reported that as part of the regular maintenance, Director Holmes has updated the defibrillator units in the Courts Complex, Historic Courthouse and Annex building, and batteries and electrodes have been replaced. Holmes dropped off batteries and electrodes to the sheriff's office for their two units.

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

1. **Consociate Dansig – Employee Health Insurance -Approval:** Gasparich reported Steve Spinner and Jolie Burris of Consociate Dansig explained the different annual renewal reports to the committee. The committee discussed the \$1,000 per employee wellness program for routine services, which does not cover diagnostic tests and visits. Consociate Dansig went out to other insurance companies to see who would insure us, and the committee looked at options of premium proposals of Specific Deductibles of \$50,000, \$55,000 and \$60,000. They suggested increasing Specific to \$60,000 to keep our premiums the same, since they looked at averages and said that it would take four people to have major health problems to exceed the \$60,000 deductible. Gasparich believes they are trying to do right by Montgomery County and the employees. Bathurst stated if this is approved, the County pays up to \$60,000 for each individual's health care, and the County will pay the first \$60,000, and the re-insurance carrier pays above the \$60,000. **Motion by Gasparich, second by Ronen to Approve the Health Insurance Proposal Prepared by Consociate Dansig with the \$60,000 Specific Deductible, which will keep the Annual Premium approximately the Same. Roll Call Vote: Ayes - 19, Nays – 0, 2- Absent. Motion carried. (For a copy of the Statistic Chart, see Resolution Book 13, page 25).**
2. **FAYCO -Update:** Gasparich reported that Bob Lindberg, Kim Taylor and Marty Dawson addressed the committee with information on Fayco Services for the developmentally challenged. Lindberg was previously asked by Chairman Hertel to explain the 377 Rule which would give the County Board the authority to assess taxes for Fayco. Fayette and Bond County had implemented this tax years ago. Lindberg reported that Legislation has changed in the last few years where the 377 Rule could not be used and that this issue would now have to have County Board approval to place this increase on the ballot as a referendum. Gasparich stated the County pays \$34,000 each year to Fayco and we will consider their request as we look at the budget again this year.
3. **SOA Report -Update:** Gasparich reported the following:
 - **2012 Assessment /Board of Review**
Board of Review hearings are complete and 2012 assessment work should be finished sometime in March. BOR Final Notices were mailed for hearing action on February 25, 2013.
 - **2013 Assessment:**
Ray Durston spoke with Assistant State's Attorney Wilson about an intergovernmental agreement for doing assessment work for the township and multi-township assessment districts. Wilson is going to compose an agreement that can be used as needed. Durston's office is currently doing the assessment work for Walshville, Grisham and East Fork MTA as well.

- **Exemptions:**
Durston reported that approximately 2,500 Senior renewals and about 300 Disabled exemptions have been mailed for 2013.
- 4. **GIS Report -Update:** Gasparich reported that GIS Coordinator Mary Purcell is now printing assessment books.
- 5. **Resolution for Raymond-Harvel Area Ambulance Service Tax Levy Increase -Update:** Gasparich reported that Raymond-Harvel Ambulance Attorney Pam Hart attended the Coordinating Committee. Tobin Gunn of Raymond-Harvel Ambulance Service was present at the full board meeting and asked them to consider raising their tax ceiling from 15 cents to 30 cents per \$100 assessed valuation. He stated that they are not asking for a tax increase now, just the ability to raise it in the future. If the County Board gives the ability, then they will need to have a public hearing and the County Clerk must mail post cards to all Raymond/Harvel Ambulance Taxpayers. The Ambulance District's current levy's maximum rate is .15% and they could raise it to a maximum rate of .30%. The Resolution was introduced this month; the Board will review it for one month and take action at the April Board Meeting. Gasparich commended Raymond-Harvel Ambulance Service which is volunteer service.
- 6. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report -Update:** Gasparich reported that there are two graph reports on everyone's desk regarding the General Fund Balance and Coal Revenue Summary. Recent coal royalty revenue was \$158,000. Another \$148,000 was received and not included on the report yet. **(For copy of reports, see Resolution Book 13, pages 26-28).**
- 7. **Discussion of Auditing Services -Update:** Gasparich reported the committee reviewed minutes from the past four years regarding the Audit services. Patton's two year audit agreement is complete after this year, and the committee discussed the frequency for bidding professional services that was approved by the County Board in October 11, 2011. According to that approval, Property Casualty, Workers Compensation and Health Insurance would be bid every 5 years, and auditing services would be bid out every 4 years. The committee will discuss this further at next month's meeting.
- 8. **ROE Quarterly Report -Approval:** Superintendent of Schools Marchelle Kassebaum submitted the ROE Quarterly Report for Full Board approval and shared maps on the new State-wide ROE realignment, which will not affect our area of Montgomery and Christian Counties. Kassebaum stated that reorganization to this new district map will take place on July 1st, 2015. **Motion by Gasparich, second by Savage to Approve the Regional Office of Education Quarterly Report. All in favor, motion carried. (For copy of ROE maps, see Resolution Book 13, pages 29-30).**
- 9. **Revolving Loan Fund -Update:** Gasparich reported the Revolving Loan Fund will now be overseen by the Economic Development Committee.
- 10. **Time Change for Finance Committee Meetings -Update:** Gasparich reported the Finance Committee discussed and approved changing the Finance Committee time to begin at 8:00 a.m. each month.

PERSONNEL COMMITTEE REPORT: Given by Vice Chairman Joe Gasparich as follows:

1. **Change Time of Regular Personnel Committee -Update:** Gasparich reported the next regular Personnel Committee meeting will be held on March 28th at 4:30 p.m. The meeting time was changed from 8:30 am to 4:30 pm. The Committee discussed changing their regular monthly meeting to the evening at 5:00 pm. The Committee will discuss a time change at their March Committee meeting.
2. **Consociate Dansig – Employee Health Insurance -Update:** Gasparich stated this was discussed earlier.

3. **Circuit Clerk's Union Local #148 -Update:** Gasparich reported the next scheduled meeting is Tuesday, April 2nd, 2013. Committee will meet at 5:30 p.m. and then with the Union at 6:00 p.m. in the County Board Room.
4. **Highway Dept. Union Local #1084 -Update:** Gasparich reported the next meeting is scheduled for Monday, March 18th, 2013 at 5:00 p.m. with the committee and 5:30 p.m. with the union.
5. **Internet and Social Media Policy and Guidelines -Update:** Gasparich reported the committee reviewed and discussed a draft of an Internet and Social Media Policy and Guidelines for the Employee Manual and will discuss this further at the next meeting.

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

1. **Elections -Update:** Beck reported that County Clerk Leitheiser explained election updates earlier during the Consent Agenda.
2. **Recycling Program and Events -Update:** Beck reported the following:
 - **Electronics Drive:** Thursday, April 18th at 12 p.m. - 5 p.m. and Friday, April 19th at 8 a.m. - 3 p.m.
3. **Animal Control Facility and Program -Update:** Beck reported the following:
 - **Montgomery County Web Site:** Bill Purcell and Heather Hampton+Knodle have worked on getting information on the County website for the animal control program. The Animal Control Ordinance, a List of current Fines & Fees and adoption forms have been posted.
 - **Volunteer Update:** Beck reported that the committee discussed the volunteer age to work with the dogs and decided that these people should be 18 and older. The committee will refer to Assistant State's Attorney Wilson on a minimum age to be able to work with the cats. New Volunteer forms and Policy was also discussed.
 - **Animal Control Policy and Procedures:** Beck stated that it is their goal to work on setting up a Policy and Procedure for the Facility and that it is a work in process with Assistant State's Attorney Wilson.
 - **Increase Fee for Rabies Tags:** Beck reported the Pet Population Control Fund gets revenue from pet owners who pay an extra \$10 for a rabies tag because their pet is spayed or neutered. The money collected in this fund is to be used for sterilizing pets and for rabies shots for low income pet owners. Beck explained that the committee will look at other ways to increase revenue, and didn't want to double the rabies tag increase so good pet owners would not be punished, and stated that she will rescind her motion from last month. **Motion by Beck, second by Webb to Rescind Last Month's Motion to Raise the Rabies Tag Fee from \$5.00 to \$10.00 for a Sterile Pet and from \$15.00 to \$20.00 Fee for Pets that are Not Spayed or Neutered Beginning January 1st, 2014. Motion Carried and Original Motion Rescinded.** The Committee will research additional information regarding the rabies tag fee and the Pet Population Control Fee. Hampton+Knodle asked to have this data shared with County Board members before the next Full Board meeting.
 - **Free-Roaming Cat Room:** Beck reported Member Bob Sneed looked at the area for the free-roaming cat room and stated the donations of about \$2,000 should cover the costs. Assistant State's Attorney Wilson is checking on the use of volunteer labor.
 - **Rabies Clinic:** Beck reported a Rabies Clinic for \$10 per rabies shot will be held on April 13th in the afternoon. The PPCF fund (Pet Population Control Fund) will help Pet owners who are income eligible to get rabies shots for their pets.

ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Gene Miles as follows:

1. Raymond Road District Letting -Approval: Miles reported that Four bids were submitted.

- Kinney Contractors - \$181,792
- Plocher Construction - \$236,127
- Perry County Construction - \$176,600
- Yamnitz & Associates - \$189,047.36, Bid was re-tabulated and should be **\$159,047.36**

The committee approved the apparent low bidder Perry County Construction in the amount of \$176,600, and then Highway Department clerical employee Bev Seamon recalculated all the bids to make sure all the calculations were correct and came back to the meeting with information that the Bid from Yamnitz & Associates of Jersey County actually totaled \$159,047.36. The handwritten copy was hard to read, and upon calculating all the figures, it did in fact total \$159,047.36. Upon review of the four bids, the committee made a new motion for the Correct Low Bidder and approved the As Corrected Bid from Yamnitz & Associates in the amount of \$159,047.36 contingent on the concurrence with the Illinois Department of Transportation. Miles reported it is normal procedure to make sure calculations are correct. Deabenderfer asked if this was Township property and Miles replied affirmatively and stated because this is not County property it does not have a project labor agreement. **Motion by Miles, second by Kuchar to Approve the As Corrected Bid from Yamnitz & Associates in the Amount of \$159,047.36 Contingent on the Concurrence with the Illinois Department of Transportation. Roll Call Vote: Ayes - 12, Nays – 7. Those Voting Aye: Bathurst, Beck, Beeler, Branum, Gasparich, Graden, Hampton+Knodle, Martin, Miles, Savage, Sneed, Webb. Those Voting Nay: Bishop, Deabenderfer, Kuchar, Moore, Plunkett, Ronen, Wendel. Those Absent: Hertel, Robinson. Motion carried.**

2. 2006-2012 MFT Material Cost Comparison -Update: A spreadsheet on the County MFT for a 6 year period was provided to members (**For a copy, see Resolution Book 13, page 31**). Material costs have gone up a range of 134% to 198%. The yearly allotment total for MFT Revenue in 2006 was \$764,277 and was \$677,221 in 2012 for an 11.4% decrease in MFT Revenue. MFT funds come from gas and diesel fuel sold in the State. The higher the fuel costs, people purchase less gas and MFT funds go down. Beeler asked if figures on the comparison are actual dollars spent and Engineer Smith replied affirmatively.

3. New Tractor Purchase -Approval: Miles reported two current tractors that are getting some age on them and need to be replaced, which are a 2000 John Deere 6410 with 4,152 hours and a 1999 John Deere with 4,526 hours. They are currently operating with Tier 3 tractors. Engineer Smith reported that the State gets 1 one-year lease on John Deere tractors and trades them in so they have low hours, and John Deere doesn't make the 6410 tractor anymore. The State uses a 6430 John Deere tractor. Engineer Smith stated that a new Tier 4, 2013 John Deere tractor will be about \$90,000. Engineer Smith stated they could sell the current tractors to help offset the costs. Engineer Smith budgeted \$135,000 last year for two tractors. The cost would be about \$150,000 for two new tractors with some revenue coming in from the sale of the two current tractors. Smith reported the State leased vehicles are 1 and 2 years old and are available at various dealerships. The model 6430 tractors will have cabs and warranty included, in answer to a question from Ronen. Moore asked if this is under State bid, and Miles said this is not a State bid, however the used State vehicles are traded in to local dealers and can be purchased locally through the bid process. Gasparich asked what fund will be used, and Smith stated the expense will come from the Equipment Fund. Graden was concerned about the current tractors not having many hours on them. Smith replied we will save money if we sell the old ones now since they are worth around \$20,000 each. Plunkett asked if the proposed price includes a trade-in of the current tractors, and Miles responded it did not. **Motion by Miles, second by Kuchar to allow Engineer Smith to pursue Purchasing Two Tractors for an amount not to exceed \$72,000 each. Roll Call Vote: Ayes - 19, Nays – 0. Motion carried.**

4. **Future Culvert Letting -Update:** Miles reported a Culvert Letting should be held at the May 8th Road & Bridge Committee meeting.
5. **2013 MFT Oil Letting -Update:** Miles reported Oil Letting scheduled for the April 3rd Road & Bridge Committee meeting and award at the April 16th Full Board meeting.

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

ANNOUNCEMENTS: None

SCHEDULE CHANGES: Vice Chairman Bathurst read the following:

1. Next Coordinating Committee is moved to Monday, March 25th at 6:00 p.m.
2. The next regular Personnel Committee meeting will be held on March 28th at 4:30 p.m.
3. Finance Committee meetings will now start at 8:00 a.m. each month.
4. Building & Grounds Committee meets again at 1:00 p.m. in April.
5. Special Personnel meeting with Highway Dept. Local #1084 is Monday, March 18th, 2013 at 5:00 p.m. with committee and 5:30 p.m. with union.
6. Special Personnel meeting with Circuit Clerk's Union Local #148 is currently scheduled for Tuesday, April 2nd, 2013 at 5:30 p.m. with committee and 6:00 p.m. with union.
7. The April Board Meeting will take place on Tuesday, April 16th, 2013 due to the Consolidation Elections that will be held on the 9th.

APPOINTMENTS:

1. Motion by Bishop, second by Webb to Reappoint Ed Banovic to the Montgomery County Planning Commission for a term expiring March 2015. All in favor, motion carried.
2. Motion by Beck, second by Deabenderfer to Reappoint Ruben Boehler to the Montgomery County Planning Commission for a 3 year term beginning March 2013 and expiring March 2016. All in favor, motion carried.
3. Motion by Deabenderfer, second by Gasparich to Reappoint Tobin Ott to the Montgomery County Planning Commission for a 3 year term beginning March 2013 and expiring March 2016. All in favor, motion carried.
4. Motion by Graden, second by Martin to Reappoint Kris Reynolds to the Montgomery County Planning Commission for a term expiring March 2015. All in favor, motion carried.
5. Motion by Plunkett, second by Moore to Reappoint Bill Schroeder to the Montgomery County Planning Commission for a term expiring March 2015. All in favor, motion carried.
6. Motion by Martin, second by Kuchar to Appoint David Ronen as County Representative to the Montgomery County Economic Development Corporation for a 3 year term expiring March 2016. All in favor, motion carried.

PUBLIC COMMENTS: No Public Comments Cards were submitted.

Gasparich announced he was impressed with Ron Duncan's work on the Job Study and publicly acknowledged him as a true professional.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Webb, second by Ronen to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 18, Against – 0, Absent – 2, Abstain -1 (Moore). Motion carried.
2. Motion by Martin, second by Beck to pay all other approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2013.

ADJOURN: Until the Full Board Meeting on Tuesday, April 16th, 2013 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Hampton+Knodle, second by Ronen to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 10:36 a.m.

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

Montgomery County Board

Minutes

For Tuesday, April 16th, 2013 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, April 16th, 2013 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. 19 members present, 2 members absent.

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

Members Absent: Chuck Graden, Bob Sneed

Pledge of Allegiance to the flag was given by Ron Deabenderfer.

Members stood for a moment of silence for those who lost their lives or were injured from the Boston Marathon bombings on Monday, April 15th, 2013.

Mileage and Per Diem Approval: Motion by Bathurst, second by Ronen to approve the mileage and per diem. All in favor, motion carried.

Approval of Minutes of Previous County Board Meeting:

Motion by Beck, second by Bishop to approve the Minutes of the Previous County Board Meeting held on Tuesday, March 12th, 2013. All in favor, motion carried.

Member Earlene Robinson thanked the County Board for the plant they provided during her recent hospital stay.

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** – Sheriff Vazzi was present for questions, and informed members that this week is Telecommunicators Week, and recognized his 911 Telecommunication Staff. He also informed members that Sheriff's employee Greg Nimmo's mother recently passed away.
- 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 Webb, second by Martin to approve the 11 items on the Consent Agenda. All in favor, motion carried.

LIAISON REPORTS: Richard Wendel reported that the March meeting for West Central Development Council was cancelled. Gene Miles reported he attended a short UCCI meeting and had nothing to report. Nikki Bishop reported that the Senior Citizens Board is trying to find ways to cut expenses such as reducing mileage paid for Meals on Wheels services. Heather Hampton+Knodle stated she will be meeting with West Central Development Council Representative Mike Scherer tomorrow concerning Economic Development activities in our County.

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT:

COORDINATING COMMITTEE: Given by Chairman Roy Hertel as follows:

1. **CEFS Central Illinois Public Transit Monthly Progress Report -Update:** Chairman Hertel reported the monthly progress report was included in County Board packets and Kristie Warfel will be here next month at the May full board meeting for her 6 month presentation.

BUILDING & GROUNDS COMMITTEE REPORT: Given by Vice Chairman Nikki Bishop as follows:

1. **Historic Courthouse Elevator/ Schindler -Update:** Bishop reported that Schindler's technician was here to install plastic screws on the Historic Courthouse elevator buttons. The Schindler Engineers believe that static electricity generated from the metal screws in the elevator panel has been the problem with the ongoing issue of the elevator not going to the floors when the buttons are pushed. Bishop reported no complaints have been made since this repair was made. Midwest Elevator conducted the third party annual inspection with Schindler at the Historic Courthouse on April 11th, 2013. The third party inspection was already held on the elevators at the Courts Complex.
2. **Maintenance Issues and Report -Update:** Bishop reported the filters in air handler boxes in the separate areas are being cleaned at the Courts Complex along with all of the vents. Maintenance staff will be working on the mowers and will start mowing soon. County Board member Wendel will weed and feed the Historic Courthouse lawn. Maintenance staff Lloyd Meyer will call Ameren to make repairs to the lawn areas by the Historic Courthouse fire escape where they dug last year, and will also start servicing air conditioning units at the Historic Courthouse soon.
3. **Vendor List -Update:** Bishop reported the Committee reviewed the Vendor List of businesses that replied to the advertisement and vendors that have done business with the County over the last few years. Bishop stated we are compiling names each month and any vendor can notify us with their information to be included on the list. The committee discussed that businesses need to be aware that the County must pay prevailing wage.
4. **HVAC at Courts Complex -Update:** Bishop reported that Meyer has explained the temperature settings on the HVAC system at the Courts Complex when the weather gets warmer. Wendel will check with West Central Development Council to see if there are any grants available for replacing energy efficient systems. County Board Administrator Chris Daniels reported she spoke with Mike Sherer of West Central Development Council and has received information on a couple of grants from him and is now following up on them.
5. **Fire Alarms and Panic Systems -Update:** Bishop reported we received two bids for the Fire Alarm System upgrade at the Courts Complex:
 - Mac's Fire & Safety - \$4,633.00
 - Wareham's Security - \$3,965.00

IS Manager Bill Purcell wrote the specifications for the project and that the bid specifications stated that prevailing wages must be paid. The committee approved the bid from Wareham's Security for the existing Fire Alarm System upgrades at the Courts Complex in the amount of \$3,965. Each Committee can approve purchases under \$5,000. The Court Funds will pay for the Fire Alarm System upgrade. Two bids were received for a Fire Alarm System at Animal Control:

- Mac's Fire & Safety - \$880
- Wareham's Security - \$630

The committee approved the bid from Wareham's Security for the Fire Alarm System at Animal Control in the amount of \$630. We will work with getting bid specs for the Recycling Center next month.

6. **Building Safety Issues -Update:** Bishop reported the Historic Courthouse has new locks and numbered keys have been assigned. The Chairman of each committee with meetings at the Historic Courthouse will have a key, as will Department Heads and employees of the Historic Courthouse. Bishop stated Daniels did a great job in getting keys to committee members and employees who needed them.
7. **B&G Committee Time Change –Approval at end of meeting:** Bishop reported the Building and Grounds Committee will be meeting again at 1:00 pm for the month of May, and will go back to a meeting start time of 8:30 am for the months of June and July. Discussion on later dates will occur in the fall. Full Board approval of this time change is at the end of this meeting.
8. **Other Business -Update:** Bishop reported that the committee discussed replacing the railing on the stairs at the north end entrance of the Historic Courthouse.

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

1. **Arches Trail -Approval:** Hampton+Knodle reported Mark Joy and Ray Leubert of the NAGS group asked for approval to conduct fundraisers to raise funds to help with the maintenance of the Arches Trail. They will be having a Fun Walk/Tour of the Trail on June 22nd from 10:00 a.m. until noon in conjunction with the Montgomery County Fair. Admission will be \$5.00 with \$1.00 going to NAGS and \$4.00 to the Fair Board. Mark Joy reported that NAGS spent about \$1,000 in mowing and installing signs at Arches Trail. **Motion by Hampton+Knodle, second by Plunkett to approve that NAGS have the Ability to Fundraise for the Arches Trail Maintenance. All in favor, motion carried.**
2. **County Website -Update:**
 - **Assess Input from County Website Survey to Determine Next Steps:** Hampton+Knodle reported there are a few technical difficulties to be worked out concerning the website, and communication needs to take place with department heads for assessment and follow-up purposes. The Economic Development Committee plans to check with the Personnel Committee to see who would have the skills for this project.
3. **MCEDC:**
 - **Appointment of Jay Martin to the Revolving Loan Fund Board –Approval at end of meeting:** Hampton+Knodle reported the committee approved and recommends Jay Martin as the County representative to the Revolving Loan Fund Board. The position requires meeting as needed to review loan applications that come before the Revolving Loan Fund Committee. Hampton+Knodle reported the committee believes Martin would be a good liaison due to his background which includes doing credit checks. The Full Board will take action at the end of the meeting with the other appointments.
 - **MCEDC Meetings:** Hampton+Knodle reported the annual MCEDC meeting was held Tuesday, March 26th, 2013 and that the handouts from that meeting are also included in Board packets. Hampton+Knodle asked the board members take time to review the 2012 Annual MCEDC Report and the Existing Industry Report for 2013. Hampton+Knodle also reported that David Ronen was elected as the chairman of the MCEDC and she has already heard from several constituents who believe Ronen will do a good job. Hampton+Knodle asked the Board to show appreciation to Ron Deabenderfer and Mike Plunkett for serving on the MCEDC Board in the past and a round of applause was given. The next MCEDC meeting will be held Tuesday, May 2nd, 2013 at 4:15 p.m.

4. **Coal Severance Tax -Update:** Hampton+Knodle reported this issue has been discussed at the recent Planning Commission meeting and stated that Illinois is the only “coal” state without a Coal Severance Tax. Hampton+Knodle asked Chris Daniels to provide the Full Board with copies of the Coal Severance Tax Report by State, which was done.
5. **Fracking Meeting Notes -Update:** Hampton+Knodle reported the Committee reviewed some notes from Bill and Ruth Schroeder regarding a meeting they attended for Hydraulic Fracturing on March 4th, 2013. Hampton+Knodle notified Board members of a video that is available for viewing for more information.
6. **Revolving Loan Fund/Report -Approval:** Hampton+Knodle reported that the Committee reviewed the RLF reports submitted by Erica Kennett for February and March 2013 which are included in Board packets. They were corrected to reflect the \$150,000 that was added to the Revolving Loan Fund by the Finance Committee at the Full Board meeting on January 11th, 2011 and reported as part of the RLF in Full Board minutes. After reviewing the minutes and the reason this money was added, the committee discussed whether or not it should stay in the RLF since the expanding business for which it was designated did not materialize. The committee decided to designate the \$150,000 back to the General Fund. **Motion by Hampton+Knodle, second by Gasparich to Rescind the Motion made at the February 11th, 2011 Full Board Meeting in the Finance Committee Report to Add \$150,000 to the Revolving Loan Fund from the General Fund. All in favor, motion carried.** Deabenderfer stated he hopes that this motion does not reflect that the board is not willing to pony up if there is another need and asked members to be aware of RLF needs. Hampton+Knodle agreed with Deabenderfer’s comments.
7. **County Employee Survey to ask How to Cut Expenses or Increase Revenues -Approval:** Hampton+Knodle reported the committee reviewed the “County 2013 Employee Survey for Cost Savings” project proposal from Robert Morris University. Students at their Chicago Campus will be working on this project for their graduate coursework, and county employees will be asked how to save money and increase revenue. No County Board official or Board member will see the individual responses, and the final survey instrument will be ready for Full Board approval at the May Board meeting. The survey results should be ready by the July 3rd, 2013 Economic Development meeting. **Motion by Hampton+Knodle, second by Martin to Allow Megan Beeler to Run Point with the Project for the Montgomery County Cost Savings Survey to All Employees to be Performed by Robert Morris University. All in favor, motion carried.**
8. **Planning Commission -Update:** Hampton+Knodle reported the Montgomery County Planning Commission met on March 27th, 2013 with review of land use goals as the primary topic. The Planning Commission recommends that the County write letters to Federal Representatives to encourage funding and that MCEDC Executive Director Kennett has been invited to aid in the review of economic development goals at the next meeting to be held in May.
9. **State Legislative Priorities Report -Update:** Hampton+Knodle reported that Representative Rosenthal stated he is going to vote for the 911 surcharge increase measure when it comes up. There have been some preliminary discussions on Coal Severance Tax. Senator Durbin is interested in Coal Severance even though this would be a statewide program. Discussion took place on a jobs program on waterways infrastructure and the idea that some of that public-private cost share could be used to match. Other legislative priorities such as a Hydraulic Fracturing bill had been moving but Speaker Madigan had introduced a requirement that they would have to have a qualified contractor which caused this bill to go back to rules.
10. **Economic Development Committee Time Change to 7:00 p.m. –Approval will take place at end of meeting.**

11. **County Support Letter to Encourage Cleanup to Federal Representatives asking that they include the Superfund Sites in Montgomery County on a Priority List to USEPA - Approval:** Hampton+Knodle reported she has written this letter. **Motion by Hampton+Knodle, second by Kuchar to Approve the County Support Letter to Encourage Cleanup to Federal Representatives asking that they include the Superfund Sites in Montgomery County on a Priority List to USEPA. All in favor, motion carried.**
12. **Grain Belt Transmission Line –Update:** Hampton+Knodle contacted Clean Line Energy for a meeting on the Grain Belt Transmission Line, and this transmission project could affect our county. The Transmission Line would go from Kansas to Indiana.
13. **Ameren New Transmission Lines –Update:** Deabenderfer stated he has attended earlier meetings with Ameren and Clean Line Energy regarding construction on new transmission lines.

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

Ambulance Call Reports:

A summary of monthly operations for **March 2013** is as follows:

Total calls: 349 Total amount billed: \$200,872.50 Amount collected: \$107,544.16

AMBULANCE REPORT:

1. **Collections -Update:** Savage reported Total Collections for **March** was **\$107,544.16** (Old System \$15.00, New System \$107,529.16).
2. **5 Area Ambulance Service Agreements -Update:** Savage reported ambulance contracts are not yet complete and Holmes stated she is waiting on the insurance portion for the contracts from several districts.

EMA:

1. **Security at Courts Complex -Update:** Savage reported Undersheriff Rick Robbins presented a draft of an Active Shooter/Hostage Crisis Plan and will give a copy to the State's Attorney office to review. Savage reported we will arrange for training and have an exercise.
2. **MABAS – Equipment in the County -Update:** Savage reported Director Holmes will set up a display at the May County Board meeting and the MABAS trailer will be available after the Board meeting for members to view.
3. **Safety Issue for the County -Update:** Savage reported we received a letter on Spontaneous Combustion for coal mines from a citizen and he stated the EPA has very strict rules and regulations on storage of coal and is constantly monitored this process.
4. **Major Snow on March 24th -Update:** Savage reported that there were some brief power outages around the County during the snow storm on March 24th, 2013. Shelters were on standby Saturday and Sunday and no requests were made. Savage commended the Highway Department for their work clearing county roads. Holmes needs to come up with a plan to notify all departments of inclement weather or an emergency to inform employees whether the courthouse will be open or closed. Holmes and Undersheriff Robbins will compile information regarding an Emergency Notification System to present to the next EMA meeting. IS Manager Bill Purcell will also work with Holmes and Robbins.
5. **County Emergency Plans -Update:** Savage reported that the Emergency Operation Plan (EOP) is almost completed and she is still waiting on both hospitals for their review.
6. **Highway Traffic Safety Class -Update:** Savage reported Homes and EMA assistant Cathy Ulrici attended the class on April 10th at the Fairview Heights Fire Station (an IEMA and IDOT sponsored class).
7. **NIMS Classes (National Incident Management System) -Update:** Holmes reported that IS 700a, 100b, 200b, 800b classes must be taken by certain County officials if the County receives federal funding. County Board Member and FSI Instructor Joe Gasparich has volunteered to teach the classes before the EMA meetings starting on May 7th, 2013 at 2:30 p.m. Savage reported that he personally will be taking these four courses as part of his EMA Chairmanship duties.

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

1. Gasparich addressed the board about the recent Boston Marathon bombing, and stated that if no terrorist group takes credit for these events, it escalates the likelihood of “homegrown angst” and we could possibly be a target here.
2. **FY2012 County Audit Presentation from Patton & Company, P.C. -Update:**
Amy Hunt and Kyle Putnam of Patton & Company presented the FY2012 County Audit. The Board reviewed a report showing the operating revenues and expenses, coal revenue, and capital outlay from 2009 to 2012. Putnam stated Capital Outlay has increased over four years and has increased the life of County assets. The total Capital outlay for 4 years was \$2,750,392. Putnam reported there has been little revenue growth overall. Expenses have grown such as payroll and related costs for health insurance, worker’s compensation, payroll taxes and retirement. Another challenge is dealing with Health Insurance costs and Salary Increases. We need to come up with new ideas and ways for revenue sources. The challenge will be to use less money for operating expenses. Putnam stated the employee survey is going in the right direction to get ideas. Every governmental entity has the same financial issues. Moving forward, the County Board needs to identify an adequate level of money to have in the General Fund. We need to set goals and strive to reach them. We need to look at the Funds with excess appropriations that can be used for another purpose to help the deficit in the General Fund. The Coal Revenue should not be considered regular operating revenue because at some point in time the coal mine will go away. We need to reduce our dependency on coal money. She suggested the Board be cautious with coal royalties to serve the County for the future. Hunt reported the General Fund balance as of November 30th, 2012 as \$2.3 Million and projections for reserves to last 3.3 months. She recommends 50% - 60% in our fund balance at \$3.5 to \$4 Million. Hunt also recommended segregation of duties and cross training employees. She stated no one person should have control over money in an office. Gasparich stated that the status of the County is what it is, and we will not have \$3.5 Million set aside in the next years, but we need do what we can. Gasparich also stated that we need to leave a legacy for the citizens to follow us. Budget Hearings will be held on July 15th, 16th and 17th, 2013. Board will review the County Audit for 1 month and approval will be at the May full board meeting **(For copy of presentation handouts, see Resolution Book 13, Pages 32-28.)**
3. **Discussion of Auditing Services -Approval:** Gasparich reported the committee reviewed a report that showed the auditing services from 2002 to 2012 and discussed the time frame of when this service should be put out for bid according to the motion that was made in October 2011 which stated that auditing services would be bid out every 4 years. The last time the auditing services were bid out was in 2009. The committee discussed whether the motion in 2011 meant that is would be four years from that date or four years from when the auditing services were bid out in 2009. Gasparich reported we asked Patton & Company for a cost to perform the County Audit for the next two years, and that their fees did not go up. **Motion by Gasparich, second by Bathurst to Approve that Patton & Company P.C. Perform the County Audit for \$33,000 and Circuit Clerk’s Audit for \$7,000 for the Next Two Years for FY2013 and FY2014. All in favor, motion carried.** Martin asked if after these two years, then auditing services would be put out for bid and Gasparich replied affirmatively. Hertel stated that insurance and auditing services are considered professional services, and don’t have to be put out for bid.
4. **FY 2014 Budget Information & Schedule -Update:** Gasparich stated all Board members are invited to the Budget Hearings, which will be held on Monday, July 15th, Tuesday, July 16th and Wednesday, July 17th, 2013. Treasurer Jenkins will send a memo to the offices regarding these Hearings. The Committee would like to have each Department’s oversight committee review their FY2014 budgets.

5. **GIS Report -Update:** Mary Purcell discussed the flyover with the committee. Gasparich reported that GIS collects fees for services, but this will not be enough to maintain that office over time. The State statute regarding GIS fee collection will be reviewed.
6. **Resolution to Convey Deed – Pitman Township Parcel #03-28-202-003 -Approval:** County Agent Joe Meyer has been invited to the May Finance Committee. Committee discussed the Resolution to Convey the Deed for Pitman Township that was submitted by the Tax Agent. **Motion by Gasparich, second by Beck to Approve the Resolution to Convey Deed in Pitman Township Parcel #03-28-202-003. All in favor, motion carried. (For copy, see Resolution Book 13, page 39).**
7. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report -Update:** Treasurer Jenkins reported the proposed invoice for coal royalty money in April is \$344,000 for the sale of 596,000 tons of coal in March. Gasparich stated coal royalty money is starting to build up and the Board will have to decide what to do with these funds.
8. **Copy Machine Survey -Update:** Gasparich asked Member Megan Beeler to address the Board regarding the copy machine analysis, cell phone survey and the centralized purchasing program survey completed by her master’s level Managerial Economics class students she teaches at Robert Morris University in Springfield. **(For copies of all, see Resolution Book 13, pages 40-43).** Beeler reported that the copy machine cost benefit analysis recommends that the county go to one master cost per copy cost contract. Currently, the county has 26 copy machines spread over 4 locations in 16 different offices, and we can inform the Copy Provider that it is not worth it for us to have bulk rate contracts and that the County will only pay 2 cents per copy. The County can utilize this survey to renegotiate all the service contracts. Beeler also reported that 80% of our copy machines are being used inefficiently because some offices are paying for more copies than they are actually using, with some contracts adding up to over 20 cents per copy. The contracts also vary whether they include toner and other supplies. Hampton+Knodle asked if we could cancel the contracts and Beeler replied most are not active contracts but have been continued through to the next year for several years. Martin asked if we will have one contract or still have 26 different contracts and Beeler replied now that the information has been compiled, we have the leverage to show the Copy Provider to make the changes to lesser contracts and get costs down. Elected Officials can make their own choices on copy machine contracts and there could be one contract for the General Fund offices.
9. **Cell Phone Survey -Update:** Megan Beeler explained the Cost Benefit Analysis for the 22 County Cell Phone bills on 6 separate AT&T contracts. AT&T was contacted by the students to bundle all the County phones to save money, and it was determined that the minutes on the current plans are more than sufficient. The cost analysis looked at data needs and the new plan will have 200 text messages. The current expenses for the 22 phones are \$1,048.10 per month. Beeler reported that the County could go to a bundle plan for \$729.25 per month and save about \$300 per month or \$5,000 per year. Beeler reported the County could also consider canceling all cell phones and provide stipends for personal phones which wasn’t addressed in this survey, however was discussed by the committee. Employees that currently have a County Cell phone will keep their current phone, and a memo will be sent to offices to consider going to the cheaper bundle. Hampton+Knodle asked Treasurer Jenkins if his office could be the office to check invoices and do an analysis over time for the best option for cell phone usage and Jenkins replied he is willing to help, but won’t cross the threshold of another office holder’s authority unless the Board gives him permission to do so.
10. **Central Purchasing Program for Office Supplies-Update:** Beeler reported the class did research on other government entities that have a centralized purchasing system and how it is working. The recommendation would be to consider a centralized ordering system and to reduce the appropriations for office supplies in each department’s budget. One option is that each office would still place and store their orders, however it is funneled through centralized

purchasing software. This changes how it is purchased and the County can save about 20% on Office supplies. Another option is that only one office would be in charge of ordering for all offices. Intergovernmental agreements with the Elected Officials' offices would be needed. The Committee also discussed giving these cost analysis reports to all Department Heads to review for cost savings to use when preparing for FY2014 budgets. Gasparich thanked Beeler for her class's efforts, and reported these cost analysis reports have not cost the County anything, avoiding a taxpayer cost. Chairman Hertel thanked Beeler and her classes for doing the costs analysis reports.

11. **Resolution #13-1 Proposing Increasing Maximum Allowable Levy for Raymond/Harvel Special Service Area Ambulance Tax in Montgomery County and Providing for a Public Hearing and Other Procedures in Connection Therewith -Approval:** Gasparich introduced the Resolution, and stated that once the Board approves it, County Clerk Leitheiser's office must send postcards to all taxpayers in that Special Service Area district informing them of the Public Hearing. Raymond/Harvel Ambulance District representative Tobin Gunn was in the audience and Chairman Hertel introduced him and asked the Board members if they had any additional questions, and there were none. **Motion by Webb, second by Kuchar to Approve Resolution #13-1 Proposing Increasing Maximum Allowable Levy for Raymond/Harvel Special Service Area Ambulance Tax in Montgomery County and Providing for a Public Hearing and Other Procedures in Connection Therewith. All in favor, motion carried. (For copy of Resolution, See Resolution Book 13, pages 44-46).**
12. **Finance Committee Time Change to 8:00 a.m. – The Board will take action at end of meeting.**

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

1. **Elections -Update:** County Clerk Leitheiser reported a 25% voter turnout at the April 9th, 2013 Consolidated Election, and said that April 23rd is the last day for outstanding absentee ballots. Out of 57 absentee ballots, 11 have been mailed back but none will affect the results announced on Election Night.
2. **Recycling Program and Events:**
 - **Electronics Recycling Reminder -Update:** Beck reported the next Electronics Recycling Drive is scheduled for this Thursday, April 18th from 12 p.m. to 5 p.m. and Friday, April 19th from 8 a.m. - 3 p.m. Beck thanked Recycling Coordinator Lutz for receiving a recycling grant for \$2,000. Montgomery County was 1 of 49 counties to receive the grant.
3. **EPA Report:**
 - **Resolution #13-2 to Adopt a Five Year Solid Waste Recycling Act Plan Update - Approval:** Beck reported that EPA Inspector Bill Gonet presented the Five Year Municipal Waste Management Plan Update for the committee to review. Hertel stated this is something we do every five years. **Motion by Beck, second by Miles to Approve Resolution #13-2 to Adopt a Five Year Solid Waste Recycling Act Plan Update. All in favor, motion carried. (For copy of Resolution, see Resolution Book 13, page 47).**
4. **Fees -Update:** Beck reported that Gonet is working with Assistant State's Attorney Wilson to see if a Host Fee and a Tipping fee can be generated from the landfill. The County currently has a Host Fee. Wilson is reviewing the Host Fee agreement and state statutes for the host and tipping fees.
5. **Animal Control Facility and Program:**
 - **Increase Fee for Rabies Tags:** Beck asked Animal Control Warden Nancy Richardson to speak to the Board regarding the increase fee for rabies tags. Richardson stated that currently the fees for rabies tags are \$5 for sterile animals and \$15 for intact. The \$10 differential in fee goes to the Pet Population Control Fund (PPCF) to be used for spay and neuter of animals and for rabies shots for low income residents. Richardson reported

there were 51 animals at the last rabies clinic this past Saturday with some pet owners using a Link card documenting their low-income status. Richardson recommends raising the rabies tag fees to \$10 for a sterile pet and \$25 for an intact pet, with the difference still being designated for PPCF and rolled over each year. Richardson stated that Macoupin and Logan Counties charge \$10 for sterile and \$25 for intact pets, and Sangamon County charges \$9 for sterile and \$38 for intact pets. She explained that the last increase in rabies tag fees was in 2005 and that the costs of tags, certificates and manpower have increased. Richardson told members that raising the tag fee doesn't cost the County anything for labor, but the rabies certificates just need to be changed to reflect the new fees before printing. She said that letters will be sent to the Veterinarians explaining the increase and also stated that responsible pet owners will still get the shots for their pets and if the increase in fees is a hardship on someone, they can still come to the Rabies Clinic for a lower cost. Richardson stated the County will profit \$23,000 in one year by raising the tag fee and that it will help the animal control budget break even. The State mandates the \$10 differential go to the PPCF and an increase can be decided by the Board. Member Plunkett suggested an increase of tag fees of \$7.50 for sterile pets and \$30 for intact animals to encourage people to spay and neuter their pets. Bathurst endorsed Plunkett's proposal, and stated this would be an incentive to get animals spayed and neutered. Richardson stated that she thinks \$10 and \$25 is a good middle ground. Beeler stated historical data shows rabies tag sales have dropped after the last increase and believes the increase in price will not be as effective. Hampton+Knodle reminded members that two meetings ago data regarding the animal control program was requested and that last month she asked if this data could be shared with all members before the next board meeting and it was not provided. She also raised questions on total number of animal control calls and stated that the total animal intake is down but labor hours and the retention of animals have increased. Hampton+Knodle also asked how long the animals stay at the facility, and if the County has the authority to raise fines and collect more fees from pet owners visited by animal control. Richardson replied owners have 7 days to comply with rabies tags and then a \$25 fine is charged. Hertel explained the State requires we hold an animal for 7 business days to allow time for the owner to come and retrieve it. He stated Animal Control is not a money maker and we can't knock on door to door and tell people to get their rabies shots. He stated that there is no guarantee of increase in revenue, but we must try. Beeler reported our cost per animal in 2010 was \$115, 2011 at \$136 and 2012 at \$171, which is an increased cost each year. Beeler stated her college class will have another case study completed in 2 weeks and suggested the Board wait until we have more data before a decision is made. **Motion by Beeler, second by Branum to Table this Issue for 1 Month. All in favor, motion carried.** Hertel reminded members that if this increase were to pass, rabies tag fee increases will not take effect until January 1, 2014. Also, Hertel stated there are other variables to consider in this decision since Animal Control receives donations, so a cost analysis would be worse without those figures. He said that County Board Administrator Daniels will make sure members get a packet of information to review before the next meeting.

6. Tours of Animal Control Facility and Hillsboro Recycling Center -Update: Hertel announced the following tours to Board members.

- **Tuesday, June 11th after Board Meeting – Hillsboro Recycling**
- **Tuesday, July 9th after Board Meeting – Animal Control**

PERSONNEL COMMITTEE REPORT: Given by Chairman Mary Bathurst as follows:

1. **Circuit Clerk's Union Local #148 -Update:** Bathurst reported the next meeting is Thursday, April 25th, 2013 at 4:30 p.m. after Regular Personnel meeting in the County Board Room.
2. **Local Union #397-SOA/EMA/State's Attorney -Update:** Bathurst reported the Labor Local #397 Union Representative Bill Traylor was present at committee to ask questions about the Job Salary Survey. He is scheduled to attend the regularly scheduled meeting at the end of this month.
3. **Highway Department Union Local #1084 -Update:** Bathurst reported the next meeting is Thursday, April 18th, 2013 at 4:30 p.m. with committee and 5:30 p.m. with union.
4. **Internet and Social Media Policy and Guidelines -Update:** Bathurst reported Assistant State's Attorney Wilson and IT representative Purcell will review and revise the draft of the Internet and Social Media Policy for the committee to review next month.
5. **Drug Test Policy -Update:** Committee discussed the current procedure of having the employees going to the Greenville Health Department for the random drug testing and the option to possibly have the Greenville staff come here to do the testing. A consideration needs to be given to would save travel time for number of employees that would be going to Greenville and back. Health Department Administrator Hugh Satterlee will be asked to come to the next committee meeting to review the procedure.
6. **Change Time of Regular Personnel Committee -Approval at end of meeting:** Bathurst reported the committee approved changing the time of the regular committee meetings to 4:00 p.m.
7. **Job Salary Study -Update:** Bathurst reported the committee discussed a few issues found with the data submitted in the Job Salary Study and that the data needs to be corrected before Board approval. The salary ranges in the report were not consistent with the amount of hours the employees work based on either a 35 hour or 40 hour work week. The committee also questioned a few positions where the Standard Occupational Codes needed to be revisited because the salary levels were different in this draft than one that was previously submitted. The committee stated that all these questions and concerns will be addressed with U of I Job Study representative Ron Duncan.

ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Gene Miles as follows:

1. **Raymond Township Bridge -Update:** Miles reported that we received a notification from the Office of the Chief Council (OCC) at IDOT of a new protest from the latest bid and we are waiting on their response. Work cannot begin until this protest is resolved.
2. **Used Tractor Purchase -Update:** Miles reported we did get two new used tractors.
3. **2013 MFT Oil Letting -Approval:** Engineer Smith opened and read the bids for the various grades of oil for the Township and County Roads:
Oil Letting for Townships – Bids were received from:
 - Litchfield Bituminous, Louis Marsch, and JTC PetroleumCounty Oil Letting – Bids received from:
 - JTC Petroleum and Louis MarschJTC Petroleum was awarded three of the bids and Louis Marsch was awarded one of the bids for the County Oil Letting. **Motion by Miles, second by Branum to Approve the Low Bids for the County Oil Letting on April 3rd, 2013. All in favor, motion carried.**

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

ANNOUNCEMENTS: Chairman Hertel announced the following:

1. The MABAS trailer will be available after the May 14th Board meeting for members to view.
2. Tour of Hillsboro Recycling Center is Tuesday, June 11th after Board meeting.
3. Tour of Animal Control Facility is Tuesday, July 9th after Board meeting.

SCHEDULE CHANGES: Chairman Hertel reported the following:

1. Motion by Bathurst, second by Bishop to Approve the Personnel Committee Meeting Time Change from 8:30 a.m. to 4:00 p.m. on the last Thursday of the Month. All in favor, motion carried.
2. Motion by Gasparich, second by Branum to Approve the Finance Committee Meeting Time Change from 8:30 a.m. to 8:00 a.m. on the second Monday before Full Board. All in favor, motion carried.
3. Motion by Bishop, second by Miles to Approve the Building & Grounds Committee Meeting Time Change to 1:00 p.m. in May and 8:30 a.m. in June, July & August on the Friday before Full Board. All in favor, motion carried.
4. Motion by Hampton+Knodle, second by Martin to Approve the Economic Development Committee Meeting Time Change from 6:00 p.m. to 7:00 p.m. on the Wednesday before Full Board. All in favor, motion carried.
5. Motion by Beck, second by Ronen to Approve the Coordinating Committee Meeting Time Change from 5:30 p.m. to 6:00 p.m. on the Last Tuesday of the Month. All in favor, motion carried.
6. Special Personnel meeting with Highway Department Union Local #1084 is Thursday, April 18th, 2013 at 4:30 p.m. with committee and 5:30 p.m. with union.
7. Personnel meeting with Circuit Clerk's Union Local #148 is Thursday, April 25th, 2013 at 4:30 p.m. after Regular Personnel meeting.

APPOINTMENTS:

1. Motion by Plunkett, second by Deabenderfer to Reappoint Stanley Hughes to the Three County Public Water District Board for a five-year term from April 30th, 2013 to April 30th, 2018. All in favor, motion carried.
2. Motion by Webb, second by Beck to Reappoint Robert Matli to the Raymond Community Fire Protection District Board for a three-year term from April 2013 to April 2016. All in favor, motion carried.
3. Motion by Branum, second by Miles to Appoint Allen Harrison, David Prater, James Evans and Kent Lovelace to the Fillmore Glendale Cemetery Board of Trustees. All in favor, motion carried.
4. Motion by Miles, second by Webb to Appoint Gary Hulbert to the Nokomis Area Fire Protection District Board for a three-year term from May 1st, 2013 to April 30th, 2016. Voice Vote: In favor – 18, Against – 0, Absent – 2, Abstain – 1 (Gasparich). Motion carried.
5. Motion by Deabenderfer, second by Ronen to Appoint Jay Martin to the Revolving Loan Fund Board as County Representative. All in favor, motion carried.

PUBLIC COMMENTS: After confirming he had completed a public comment card, Chairman Hertel gave permission for Bill Schroeder of Hillsboro to speak to the Full Board. Schroeder commented on his inability to hear all of the discussion and comments by speakers at the podium and responses from seated board members, and Chairman Hertel responded by welcoming Schroeder to sit at the front of the room during Board meetings. Schroeder also asked if the Board will be taking action to implement any of the cost analysis items discussed by Board member Beeler in the Finance Report. Chairman Hertel stated the Finance Committee will make decisions on implementing those cost analysis items.

PAY BILLS:

- 1. Approval to Pay Any Invoices from Adams, PC or Books & Moore: Motion by Plunkett, second by Martin to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 18, Against – 0, Absent – 2, Abstain -1 (Moore). Motion carried.**
- 2. Motion by Gasparich, second by Kuchar to pay all other approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2013.**

Chairman Hertel thanked Assistant State's Attorney Wilson and State's Attorney Matoush for all their help and good advice.

ADJOURN: Until the Full Board Meeting on Tuesday, May 14th, 2013 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Miles, second by Robinson to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 10:26 a.m.

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

Montgomery County Board

Minutes

For Tuesday, May 14th, 2013 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, May 14th, 2013 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 Bonnie Branum.

Mileage and Per Diem Approval: Motion by Bishop, second by Wendel to approve the mileage and per diem. All in favor, motion carried.

Approval of Minutes of Previous County Board Meeting:

Motion by Gasparich, second by Beck to approve the Minutes of the Previous County Board Meeting held on Tuesday, April 16th, 2013. 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 informed members that the county only received two-thirds State of Illinois reimbursement totaling \$4,367 for 147 election judges who served at the November, 2012 election, and no reimbursement is expected from the State of Illinois reimbursement for this past April's election. Leitheiser also informed members that she received correspondence from Attorney General Madigan of a settlement to county recorders of \$3.3 Million from a lawsuit involving fraudulent mortgages, and Montgomery County will receive \$10,939 for the County Recorder's Automation Fund. Member Deabenderfer asked Leitheiser if those funds could be used toward Election Judge salaries to offset the loss from the State of Illinois, and Leitheiser stated that statutorily the Recorder's settlement funds must remain in the Recorder's Automation Fund for land records maintenance use.
- 4. County Treasurer's Report** – was submitted.
- 5. G.I.S. Coordinator's Report** – was submitted.
- 6. Health Department Report** – Hugh Satterlee was present for questions and thanked members for the \$93,000 loan on the roof which has been paid back, and announced two openings at the Health Department to replace current positions.
- 7. Probation Officer's Report** – was submitted.
- 8. Public Defender's Report** – was submitted.
- 9. Sheriff's Report** – was submitted. Hertel announced that Judge Long placed Sheriff Vazzi's name for consideration for the Illinois State Bar's Sheriff's award, which he received. A ceremony will be held today to present Sheriff Vazzi with this award.
- 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 Webb, second by Ronen to approve the 11 items on the Consent Agenda. All in favor, motion carried.

LIAISON REPORTS: CEFS - Robinson reported Housing grants and Low Income College Scholarships are available, and Montgomery County has been awarded a housing grant in Nokomis. Hertel stated he sent a letter to CEFS regarding additional grants and requested that every county get at least one application. MCEDC – Ronen reported a good turnout of 150 people at the Legislative breakfast held May 15th. Hertel reported that at least County Board members attended, and questions were asked about fracking and the Affordable Health Care Act. Ronen reported that the County has received a \$500,000 Weatherization grant from DCEO for Energy Auditing with City of Litchfield and LLCC. MCWC – Branum reported the Water Company Engineer was at the meeting to discuss grant applications for Phase 5. UCCI – Miles stated the meeting was cancelled. Senior Citizens – Bishop stated there is nothing to report. U of I – Graden reported the last meeting was in Jerseyville and the next will be in June. VAC – Sneed stated there is nothing to report. West Central Development – Wendel reported meetings will now be held every other month.

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT:

COORDINATING COMMITTEE: Given by Chairman Roy Hertel as follows:

- 1. Presentation from Kristie Warfel of CEFS -Update:** CEFS representative Warfel introduced Central Illinois Public Transit Mobility Manager Lisa Casterline who started with CEFS in November and markets the program. Warfel explained the grants and funding for CEFS transportation, and stated they have a Facebook account now to reach out to the population. In the next year their goal is to be in high traffic areas. Warfel explained the new communication software, and said they are also waiting for grants to purchase security cameras to protect drivers and passengers, and plans also include increasing radio ads and other advertising on their service contracts. Warfel reported on the \$193,900 dollar-for dollar match JARC grant to expand their hours, and that an additional \$20,000 is needed yet for this grant. This grant will not be available next year, so they are working hard to increase ridership in order to keep expanded hours. Deabenderfer asked about ridership levels, and Warfel stated ridership has increased because of better scheduling. Hampton+Knodle asked about service contracts and Warfel reported on clients such as FAYCO, CATCH Kids and ICCS in Coffeen, a summer lunch program. Deabenderfer asked about providing transportation for Hillsboro School District students to away games and Warfel replied they could do this as long as they are not competing with the school district buses. She also reported they are receiving more calls to pick up students to and from school who live just outside of the school bus area.
- 2. CEFS Central Illinois Public Transit Monthly Progress Report -Update:** The monthly progress report was included in County Board packets, and Hertel asked Warfel to include a list of service contracts in the next monthly report. Warfel reported that starting in July she will also be sending a progress report including transport numbers, complaints, etc. She will also send a detailed report.
- 3. CEFS Intergovernmental Agreement and Ordinance #2013-13 to Provide for Public Transportation -Approval: Motion by Gasparich, second by Miles to Approve the CEFS Intergovernmental Agreement and Motion by Hampton+Knodle, second by Robinson to approve Ordinance #2013-13 to Provide for Public Transportation. All in favor, motion carried. (For copy, see Resolution Book #13, pages 48-50).**
- Board members toured the CEFS Transportation Vehicle outside the north entrance of the Historic Courthouse after the Board Meeting.

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

1. **HVAC at Courts Complex -Update:** Sneed reported Don Fournier, an Engineer consultant working with IACBMC, Illinois Energy Now Program, attended the committee meeting to give information regarding any grants that may be available for the HVAC replacement at the Courthouse Complex. Mr. Fournier explained that there is an energy grant available through DCEO that runs from June 1st to May 30th of each year.
2. **Historic Courthouse Elevator -Update:** Sneed reported discussing issues with the Warranty Agreement on the Historic Courthouse Elevator with the State's Attorney's Office.
3. **Maintenance Issues and Report -Update:** Sneed reported we have contacted Selvaggio Steel from Springfield, Illinois to install hand railings at the north entrance of the Historic Courthouse. The committee also discussed extending the platform where the door opens.
4. **Fire Alarm System at Recycling -Update:** Sneed reported that at this time we are securing bids for Hillsboro and Litchfield Recycling Centers. Graden asked if the Nokomis Recycling dropshed has an alarm and Sneed said it does not.
5. **Quote for Security Door for Circuit Clerk's Office -Update:** Sneed reported Stephanie Keiser from the Circuit Clerk's Office submitted a quote from MPM Industries for \$1,454.79. The committee approved the purchase of a remote door lock system for the Circuit Clerk's office. Sneed reported we will work on more security issues for the Courts Complex.

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

1. **MCEDC -Update:** Hampton+Knodle reported that Ronen would like to set up four different committees within the MCEDC: Member Recruitment, Business Retention, Business Attraction, and Workforce Development. The MCEDC board is also considering going to look at LLCC or some other college to see if there is some apprenticeship clerical assistance available for the corporation's use. The next meeting is scheduled for July 11th, 2013 at 4:15 pm. They are also trying to get more people involved in MCEDC efforts.
2. **Revolving Loan Fund Report -Update:** Hampton+Knodle reported that the Committee reviewed the Revolving Loan Fund report for each of the three businesses. The Summary is in the county board packets.
3. **County Employee Survey to ask How to Cut Expenses and or Increase Revenues -Update:** Hampton+Knodle reported that Robert Morris College Students in Chicago provided a survey draft to review, and when the survey is finalized, a memo informing employees about the survey will be placed in their pay envelopes on May 17th, 2013. The survey may be completed either on-line or by hard copy and will be available for two to three weeks, with results anticipated by budget hearings.
4. **Coal Severance Tax Report on States -Update:** Hampton+Knodle referred members to the coal severance tax report, and reported it gives a background summary for board members. Illinois does not have a coal severance tax at the present time.
5. **Planning Commission -Update:** Hampton+Knodle reported the meeting that was scheduled for May 21st will be cancelled and rescheduled due to MCEDC representative Kennett's unavailability, since the primary agenda is on Economic Development and it is critical that she attend. She will be contacted to get a date at the end of May that she will be available to attend.
6. **Fracking -Update:** Hampton+Knodle reported that the "Hydraulic Fracking" bill is currently being held in the rules committee.
7. **Legislative Breakfast -Update:** Hampton+Knodle reported a strong representation of County Board members were at this recent Legislative Breakfast, which is appreciated.

8. **State Legislative Priorities Report -Update:** Hampton+Knodle has received some responses from a letter she sent to our State and Federal Legislators regarding the importance of the Eagle Zinc site EPA cleanup.
9. **Enterprise Zone Conference Report -Update:** Hampton+Knodle reported on the legislation that will be made part of the public hearing that was held by DECO on Friday, April 26th, 2013 in Springfield. We will be inviting the Enterprise Zone Mayors to the Economic Development Committee meeting on July 3rd at 6:00 p.m. to go over the Enterprise Zone changes and County EZ statistics. GIS Coordinator Mary Purcell has been asked to get the municipal EZ maps ready by June 1st, 2013 so they can be shared at the Mayors meeting. We will also be sharing our responses with our State Legislators.
10. **Economic Development Committee Date Change -Update:** Hampton+Knodle reported that the next committee meeting has been changed from June 5th to Wednesday, May 29th, 2013.
11. **Clean Line Energy -Update:** Hampton+Knodle reported she is scheduled to meet today at 11:00 AM with Chairman Hertel, Assistant State's Attorney Wilson and two representatives from Clean Line Energy.
12. **Other Business –Workforce Investment Board/Mayors Welcome Packet -Update:** Hampton+Knodle stated that she has been in communication with the West Central Development Director regarding our appointment to the Workforce Investment Board and his availability to be a voting member on that board. Committee discussed Gasparich's suggestion regarding inviting County Mayors to a Full Board meeting as a good will gesture to introduce officials and services. Hampton+Knodle suggested a "Welcome Packet" that will explain how we intersect and include information on 911, animal control ordinances, liquor and gaming licenses, Enterprise Zone and other County services.

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

Ambulance Call Reports:

A summary of monthly operations for April 2013 is as follows:

Total calls: 327 Total amount billed: \$192,942.30 Amount collected: \$186,443.45

Savage reported on amount collected of \$186,443.45 for April call reports.

AMBULANCE REPORT:

1. **Collections –Update:** \$186,217.61 (Old System \$225.84, New System \$186,217.61)
2. **5 Area Ambulance District Agreements -Approval:** Savage reported the last few Certificates of Liability Insurance from the 5 Area Ambulance Districts have been received, and most of the ambulance districts insurance certificates are due to renew in April or May. **Motion by Savage, second by Beck to Approve the 5 Area Ambulance District Agreements. All in favor, motion carried.**
3. **Insurance for Coordinator – Half paid by the 5 Areas Ambulance Services -Update:** Savage reported the committee discussed the ambulance districts paying for a portion of the health insurance costs for EMA Coordinator.
4. **NIMS Classes:** Savage reported tests were taken and passed.

EMA REPORT:

2. **Montgomery County Emergency Operations Plan -Approval:** The Emergency Operations Plan for Montgomery County has been reviewed. It must be sent in to the State by June 30th, 2013. The EOP is updated to meet State guidelines every two years, and identifies functions of the different agencies. Plunkett also stated there are resource contacts in the EOP. **Motion by Savage, second by Gasparich to Approve the Montgomery County Emergency Operations Plan. All in favor, motion carried. (For Promulgation Document and related signature pages, see Resolution Book 13, pages 51-54).**

3. **Communication Options – System to alert employees -Update:** Savage reported there are several notification systems that notify employees and county residents of emergencies by text, twitter, live email and cell phone. If the county were to acquire such a system, we could pro-rate the cost among various jurisdictions. Chairman Hertel stated he recently was informed that we may get a grant to help pay for this service.
4. **MABAS Assets -Update:** (*Mutual Aid Box Alarm System*) A MABAS display board was available for viewing in the County Board room along with the Hazmat trailer on the north side of the Historic Courthouse and members were encouraged to look at each after the meeting. Gasparich reported we have \$575,000 worth of free equipment as a result of state and federal resources, which totals over \$1 Million in equipment and includes a trailer with a tent and three boats for the County dive team. Also, Gasparich stated that one device the county owns can determine about 35,000 potentially hazardous substances with 98% accuracy.
6. **Madison County MOU -Update:** Savage reported Madison County is asking for a Memorandum of Understanding with Montgomery County for the use of our Incident Management Team.
7. **Table Top Exercise Topic – “Countywide Medication Distribution” -Update:** Sneed reported a Countywide Medication Distribution Exercise will be held on Monday, October 21st 2013 at the Free Methodist Church in Hillsboro. This exercise will be used for mass distribution of medication if needed due to public emergency and will identify areas to provide immunizations to County residents.
8. **MABAS reimbursement to County -Update:** Savage reported that the County has been reimbursed the \$765.30 from when Gary Gile transported the light tower.
9. **Ambulance budgets -Update:** Savage reported that notices have been sent out to the Ambulance districts to have their FY 2014 budgets returned by June 1st, 2013.
10. **Natural Hazards Mitigation Plan –Update:** Savage reported this was discussed at committee.
11. **Emergency Security Improvements for the Courts Complex -Update:** Savage reported Under sheriff Rick Robbins conducted meetings with employees at the Courts Complex to get suggestions for security improvements. Surveys were completed by employees giving input on what would make them feel safer at their workplace. The Committee will review this list and will make suggestions at the next EMA meeting.

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

1. **Energy Bids -Approval:** Bids for Electricity Rates were reviewed this morning at 8:00 am. Current rate is .05262 per kilowatt hour. The lowest 12 month bid from Ameren was for .0426. Ronen stated this is the lowest rate he has seen and he deals with this every day. Chairman Hertel stated electric rates fluctuate with prices of natural gas. Hertel stated he will not vote on this bid approval. **Motion by Gasparich, second by Graden to Approve the 12 Month Bid on all-inclusive Electricity Rates from Ameren for .04260 per kilowatt hour. All in favor, motion carried.**
2. **Annual University of Illinois Extension Agreement -Approval:** Director of U of I Extension Amanda Cole was here to present their Agreement with Montgomery County in the amount of \$154,910 for the 12 month period beginning with July 1st, 2013 and ending June 30th, 2014, which will be levied by the County on their behalf. Hampton+Knodle asked about the Economic Development Educator position and Cole reported the new hire should be with her at the next County Board meeting. **Motion by Hampton+Knodle, second by Bishop to Approve the Agreement for the next fiscal year with the U of I Extension in the amount of \$154,910. Abstain – 1 (Gasparich). Motion carried. (See Resolution Book 13, pages 55-56).**

3. **GIS Report -Update:** Gasparich reported the committee discussed the charges for GIS maps in Mary Purcell's office and the availability of other versions of the maps in other offices where copies can be made at a lesser charge. The committee discussed coming up with a uniform rate.
4. **FY2012 County Audit -Approval:** The full board received the 2012 audit report at last month's meeting. The audit recommendations have been sent out to each department to review and be prepared to discuss at the budget hearings. **Motion by Gasparich, second by Plunkett to Approve the FY2012 County Audit as Presented to the Full Board. All in favor, motion carried.**
5. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report -Update:** Reports prepared by Treasurer Jenkins were in Board packets. Gasparich stated there was a substantial jump in the Coal Royalty payment figure from March to April and he hopes this will continue this way.
6. **FY2014 Budget Information & Schedule -Update:** Gasparich reported the FY 2014 budget hearings will be held on Monday July 15th, Tuesday, July 16th, and Wednesday, July 17th, 2013. Treasurer Jenkins has a memo prepared to go to all the department heads with the FY 2014 requirements to complete the budgets.
7. **Copy Machines Survey -Update:** Gasparich reported the committee discussed the proposal sent by Dale Smith of Tom Day Business Machines for the copy machine contracts for the various County Offices. Dale Smith will come to the June Committee meeting to discuss them, and Beeler will work up contract language to present next month.
8. **Cell Phones -Update:** Beeler reported we have enrolled the County Cell Phones into a Government account and once all phone numbers are in the account we can proceed with consolidating the Cell Phone contracts into one bill. Once completed, we will receive one bill at a cost savings of about \$400 per month and should see that savings in next month's billing cycle. Gasparich stated if we expect office holders to cut expenses, the Board has to show frugality and that we are being conservative with our dollars.
9. **Raymond/Harvel Public Hearing -Update:** Gasparich reported the Public Hearing was held on Monday, May 13th, 2013 at 7:00 p.m. at the Raymond Village Hall and stated it was a good hearing with positive comments. Gasparich said that Raymond/Harvel Ambulance District has a good volunteer service that has been volunteering for 30+ years.

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

1. **Recycling Program and Events:**
 - **Electronics Recycling -Update:** Beck reported the Electronics Drives that were held on April 18th and 19th went very well and 83,338 pounds of electronics were collected and shipped out. There have been a total of 6 drives in the past few years for a total of almost 500,000 pounds of electronic waste collected from residents of Montgomery County that will not end up in our local landfill. Farmersville, Coffeen and Raymond all brought their dump trucks loaded with electronics. Another collection will be scheduled for October. Beeler asked about the revenue for this drive and we have not received any yet although it will be two cents a pound. Hertel stated he appreciates all the work done at the Electronic Recycling Drive as the first day was held in pouring rain.
5. **EPA Report:**
 - **Host Fee Agreement -Update:** Beck reported Bill Gonet gave a copy of the Host Fee Agreement for the committee to review. Assistant State's Attorney Wilson is reviewing it at this time.

- **HW Collection -Update:** Beck reported that IL EPA has asked if the County would be interested in working with a Municipality to host a Household Hazardous Waste Collection. This event is in the planning stages and Gonet will advise as information is released.
 - **Status of Tire Pickup -Update:** Beck reported that due to lack of State funding, there is no tire collection planned at this time.
6. **Animal Control Facility and Program -Update:** Beck reported that committee members reviewed the Animal Control Intake Summary and the reports for the monthly revenues and expenses.
 7. **Animal Control Increase Fee for Rabies Tags -Approval:** Beck reported the committee again discussed raising the Rabies Tag fee for pet owners from \$5.00 to \$10.00 for a pet that is sterile, and from \$15.00 to \$20.00 for a pet that is not sterile. Hertel stated he spoke with Veterinarian Ben Brohammer regarding the recent Letter to the Editor he wrote to the newspaper about his concerns regarding raising the fees for rabies tags, and said that with this proposal Veterinarians would retain \$1 for their processing fees. The committee will also review the current fees and fines to see what can be increased. The animal control ordinance states that warnings are given for pet owners who don't have their animals' up to date with rabies vaccinations. The committee discussed changing the ordinance to assess fines instead of warnings. Beck reported that Animal Control data collected has been given to all Board members. Beeler stated she wants it made known that she did not compile the data given and the numbers do not match Budget reports. Board Administrator Daniels explained the budget book uses audited numbers and that she used unaudited numbers from the Treasurer's office reports when compiling the data, which is why they don't match. Hampton+Knodle asked how much of the fee goes into the Pet Population Control Fund. Daniels reported that the \$10 differential between the fee for sterile and intact animals goes into the PPCF by state mandate which must be used for low cost rabies clinics and low cost spay and neuter services. Any remaining funds can be used by the County for expenses. Hampton+Knodle reported she calculated that with this increase Animal Control could bring in an additional \$35,000 per year. Hertel replied the revenue gained will depend on the total number of tags sold. Kuchar stated she understands that raising the tag fee will bring up revenue, but as a prior HWE Committee member she has served with PAWS CARE for six years and they already donate so much to the County, saving taxpayer costs. She asked why we plan to work less with PAWS CARE, thus losing all their donations and volunteers. Chairman Hertel stated that we can't always count on donations and PAWS CARE has sent us a letter that they would like to have their own program which will go into another direction. Since last month's meeting included a motion to table the Rabies Tag Fee approval, Chairman Hertel asked Assistant State's Attorney Wilson if the board should proceed from the motion that was tabled last month and Wilson replied to not do so and instead make a new motion. **Motion by Beck, second by Graden to Raise the Rabies Tag Fee from \$5.00 to \$10.00 for Sterile Animals and from \$15.00 to \$20.00 for Intact Animals with the Veterinarians Retaining \$1.00 per tag for their Processing Fee with fees to take effect January 1st, 2014. Roll Call Vote: Ayes - 11, Nays - 10. *Those Voting Aye:* Bathurst, Beck, Bishop, Deabenderfer, Graden, Hertel, Robinson, Ronen, Sneed, Webb, Wendel. *Those Voting Nay:* Beeler, Branum, Gasparich, Hampton+Knodle, Kuchar, Martin, Miles, Moore, Plunkett, Savage. Motion carried.**
 8. **Animal Control Bequest -Update:** Hampton+Knodle asked about a recent bequest left to the County Animal Control Facility, and Hertel stated there was a bequest as well as a funeral memorial left to the Animal Control Facility, and reported that the State's Attorney is still working on the amount of the bequest and the funds should be released to the County in July or August.

9. **Draft of The Montgomery Animal Control Volunteer Manual -Update:** The committee reviewed a Draft of the Montgomery County Animal Control Volunteer Manual that was prepared by Beck and it is being reviewed by Assistant State's Attorney Wilson. Committee members will review and comment on the manual at the next committee meeting. The final version should be sent to PAWS CARE.
10. **Revised Volunteer Release Forms -Approval:** Beck reported the Committee reviewed a draft of the revised volunteer release forms and discussed a couple of concerns that Assistant State's Attorney Wilson addressed in an email. She stated that the Revised Volunteer Release Form allows individuals who are ages 13 – 17 can work with cats and puppies only, and the State's Attorney's Office is okay with the form. **Motion by Beck, second by Webb to Approve the Revised Volunteer Release Forms. All in favor, motion carried.**
11. **Tours of Recycling Center and Animal Control Facility -Update:** Beck reported Board will tour the Recycling Center on June 11th and the Animal Control Facility on July 9th.

ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Gene Miles as follows:

1. **Raymond Township Bridge -Update:** Miles reported a response was received from IDOT's Chief Council stating that the one legitimate protest was denied, so the bridge will be built as soon as the paperwork is completed.
2. **Tractor Purchase -Update:** Miles reported two new tractors were purchased according to the approval that was given last month for \$72,000 each. The tractors will be delivered once the checks are ready after the May board meeting.
3. **Sale of Old Tractors -Approval:** The two older mowing tractors will be put up for sale. **Motion by Miles, second by Branum to Put the Two Old Tractors For Sale as Surplus Property with a Minimum Bid Price Set by Engineer Smith. All in favor, motion carried.**
4. **2013 Culvert Letting -Approval:** Two bids were received for Culverts:
 - Contact Engineering Solutions from Springfield: Group #1 Total is \$27,597.66 and Group #2 Total is \$9,708.40.
 - Metal Culverts, Incorporated from Jefferson City, Missouri: Group #1 Total is \$28,553.24. Group #2 Total is \$9,398.78.

Motion by Miles, second by Branum to Approve the Low Bidder for Group 1 Culverts as Contact Engineering Solutions from Springfield for \$27,597.66 and Group 2 Culverts as Metal Culverts Incorporated from Jefferson City, Missouri for \$9,398.78. All in favor, motion carried.

PERSONNEL COMMITTEE REPORT: Given by Chairman Mary Bathurst as follows:

1. **Montgomery County Electronic Security Policy -Update:** Bathurst reported the committee reviewed a draft of this policy submitted by Information Systems Manager Purcell. The committee recommends the Full Board review this for 30 days.
2. **Internet, Email and Social Media Policy -Update:** Bathurst reported that Assistant State's Attorney Wilson stated the Social Media and Internet Policy is ready for review and revisions suggested by the committee were made. These policies would replace our current policies and the committee recommends the Full Board review them for 30 days.
3. **Drug Test Policy -Update:** Bathurst reported the Drug Test Policy will be reviewed next month. Hugh Satterlee gave an overview to the committee of the selection process used to drug test employees. This process is done by the Treasurer's office and the Health Department. If the site change is made, the process used should work well. The committee endorsed the site change to the Health Department and requested that the new procedure be included in employee paychecks so they can be aware of the Drug Testing policy procedure.
4. **Highway Department - Union Local #1084 -Update:** The next meeting is after Regular Personnel Committee at 5:00 p.m. on Thursday, May 23rd, 2013 at 4:00 p.m.

5. **SOA/EMA/State's Attorney - Union Local #397 -Update:** Traylor presented a proposal to the committee for them to review and respond at a later date.
6. **Circuit Clerk's - Union Local #148 -Update:** The next meeting with the Circuit Clerk's Union Local #148 is Tuesday, May 21st, 2013 at 5:00 p.m. with committee and 5:30 p.m. with union.
7. **Executive Session for Personnel Issues, Union Negotiations:**
 - **Motion by Bathurst, second by Moore to Enter Into Executive Session. All in favor, motion carried. Time 10:15 a.m.**
 - **Motion by Martin, second by Robinson to Come Out of Executive Session. All in favor, motion carried. Time 10:51 a.m.**

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

ANNOUNCEMENTS: Chairman Hertel announced the following:

1. **To confirm Members' attendance at meetings, Hertel asked Board members to list all meetings attended on Per Diem Sheets and note "no charge" if they intend to not recoup their per diem or mileage.**
2. **The MABAS trailer and CEFS vehicle is available for members to view after the board meeting today at the north side of the Historic Courthouse.**
3. **The Tour of Montgomery County Recycling Center is Tuesday, June 11th after Board meeting.**
4. **The Tour of the Montgomery County Animal Control Facility is Tuesday, July 9th after Board meeting.**

SCHEDULE CHANGES: Chairman Hertel reported the following:

1. **The Regular Economic Development Committee Meeting on June 5th has been changed to Wednesday, May 29th.**
2. **Building & Grounds Committee Meetings will start again at 8:30 a.m. in June, July & August.**
3. **The Special Personnel meeting with Circuit Clerk's Union Local #148 is Tuesday, May 21st, 2013 at 5:00 p.m. with committee and 5:30 p.m. with union.**
4. **The Regular Personnel Committee meeting is moving up a week to Thursday, May 23rd at 4:00 p.m.**
5. **A Personnel meeting with Highway Department Local #1084 is at 5:00 p.m. after Regular Personnel Committee meeting.**

APPOINTMENTS:

1. **Motion by Moore, second by Plunkett to Reappoint William Harpole to the Board of Review for the 2013 & 2014 sessions. All in favor, motion carried.**
2. **Motion by Deabenderfer, second by Ronen to Reappoint Lyle R. James to the Board of Review for the 2013 & 2014 sessions. All in favor, motion carried.**
3. **Motion by Miles, second by Bishop to Reappoint Kent Aumann to the Board of Review for the 2013 session. Against – 1 (Graden). Motion carried.**
4. **Motion by Bathurst, second by Gasparich to Reappoint Brenda Johnson and Kim White to the Montgomery County Tuberculosis Care & Treatment Board for three year terms to begin July 1st, 2013 and end June 30th, 2016. All in favor, motion carried.**

PUBLIC COMMENTS: None

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Miles, second by Plunkett 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 Webb, 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 2013.

ADJOURN: Until the Full Board Meeting on Tuesday, June 11th, 2013 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Bathurst, second by Branum to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 10:52 a.m.

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

Montgomery County Board

Minutes

For Tuesday, June 11th, 2013 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, June 11th, 2013 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 member Joe Gasparich.

Mileage and Per Diem Approval: Motion by Bishop, 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 Gasparich, second by Kuchar to approve the Minutes of the Previous County Board Meeting held on Tuesday, May 14th, 2013. 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 informed members that new voter cards are scheduled to be mailed to county voters per Illinois law during the week of June 24th – 28th.
- 4. County Treasurer's Report** – was submitted.
- 5. G.I.S. Coordinator's Report** – was submitted.
- 6. Health Department Report** – Hugh Satterlee was present for questions. Member Hampton+Knodle asked about receiving information pertaining to the county's Mental Health Services, and Director Satterlee agreed to provide this information after the meeting. Chairman Hertel stated that after discussion with Director Satterlee, he plans to have the Board visit the Health Department facility at a later date to be better informed about their services.
- 7. Probation Officer's Report** – was submitted.
- 8. Public Defender's Report** – was submitted.
- 9. Sheriff's Report** – was submitted.
- 10. T.B. Department Report** – Sally Adams was present for questions.
- 11. V.A.C. Report** – Dave Strowmatt was present for questions.

Chairman Hertel also recognized Regional Superintendent of Schools Marchelle Kassebaum, who was in attendance.

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

LIAISON REPORTS: MCEDC – Ronen reported that the MCEDC Director Erica Kennett has resigned and they are now reworking the contract and will be looking for a new director. MCWC – Branum reported the Phase 5 project is now hooked up to Litchfield Lake Lou Yaeger. **Senior Citizens Board** – Bishop reported the Open House reception held recently at the Taylor Springs Senior Center was very nice, and an award was given to the Montgomery Rehab Center. UCCI – Miles reported discussion on Pension Bills. VAC – Sneed reported that VAC

Superintendent Strowmatt is doing a tremendous job of getting money for our veterans. **Workforce Investment Board** – Hampton+Knodle reported Ken Nimmons is now a voting member of the WIB Board. **FAYCO** - Hampton+Knodle reported on the very successful recent Fayco event with guest speaker Dr. Temple Grandin.

COMMITTEE REPORTS:

COORDINATING COMMITTEE: Given by Chairman Roy Hertel as follows:

1. **CEFS Central Illinois Public Transit Monthly Progress Report -Update:** The monthly progress report was included in County Board packets.

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

1. **Historic Courthouse Elevator -Update:** Sneed reported the committee will continue to talk with Schindler Elevators regarding the elevator maintenance agreement.
2. **Maintenance Issues and Report -Update:** Sneed reported maintenance workers recently replaced a couple of fan motors a few weeks ago on the HVAC at the Courts Complex. Also, they are working on getting replacement stones for the flower bed in front of the Historic Courthouse that was damaged by a car and Clerk Leitheiser is getting a price to replace the stop sign also damaged in the same incident. Meyer will work on getting the rebar and concrete for the north entrance step area and the new handrail is ready to be installed.
3. **Early Voting Basement Office -Update:** Sneed reported the committee discussed getting a proposal to remodel the basement office for Early Voting, with remodeling to be done in the fall. The committee discussed having the maintenance staff run the air conditioning duct over to the early voting office area.
4. **Fire Alarm System at Recycling -Update:** Sneed reported there were two proposals for the Recycling Center Fire alarm systems at the Hillsboro and Litchfield facilities:
 - Hillsboro - Mac's Fire & Safety - \$2,238 Wareham's \$2,345 + \$216 monitoring
 - Litchfield - Mac's Fire & Safety - \$1,935 Wareham's \$1,659 + \$216 monitoringThe committee approved the low bidder - Mac's Fire & Safety.
5. **Building Safety Issues at Courts Complex -Update:** Sneed reported the committee reviewed information regarding suggestions for security improvements for the Courts Complex that were submitted by Undersheriff Rick Robbins at the EMA meeting. Sneed stated we will be dealing with a list regarding security issues at the Courts Complex. Sneed also reported we will be talking with Hurst-Rosche Engineers about a new HVAC system at the Courts Complex.
6. **Annex Building -Update:** Sneed reported the west side of the Annex building has visible cracks in the mortar that need tuck-pointed in the near future.

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

1. **MCEDC -Update:** Hampton+Knodle reported that MCEDC Board will be meeting June 12th to re-write the job description for a new MCEDC director. The next MCEDC meeting is Thursday, July 11 at 4:15 p.m. Amanda Cole introduced U of I Extension's new Economic Development Educator Chris Casey from Calhoun County, who started work on June 6th, 2013. Cole stated Casey took the time to visit all four counties he would represent prior to being hired for his interview process. Hampton+Knodle said he will soon be able to help with the administrative work for the Planning Commission. Casey reported he has a state government background and looks forward to working with the County Board in the future.
2. **County Employee Survey to ask How to Cut Expenses and or Increase Revenues -Update:** Hampton+Knodle reported a 30% response rate has been received on the survey and asked Board members to complete the survey also. She stated we are on track to get those processed by July 3rd so the results may be used in the budget process.
3. **Planning Commission -Update:** Hampton+Knodle stated the next meeting will need to be scheduled.

4. **Clean Line Energy Update:** Hampton+Knodle reported that a meeting was held with a few representatives from Clean Line Energy regarding the proposed high voltage transmission line project that may go through the northern part of the county. They asked for a list of county businesses that may be interested in signing up on their vendor list for concrete work, electrical, etc..., and a memo has been mailed to these businesses. A copy of the agreement has been mailed to Assistant State's Attorney Betsy Wilson to review, and Hampton+Knodle stated there is no rush in signing anything at this time.
5. **Enterprise Zone -Update:** Hampton+Knodle reported the meeting with the Enterprise Zone Mayors is scheduled for Wednesday, July 3 at 6:00 p.m. Maps for each of the participating municipalities have been created by GIS Coordinator Mary Purcell. Board Administrator Chris Daniels reported that there are twenty-two legislation amendments to the State's Enterprise Zone Act which include some reporting changes for business that apply for Sales Tax exemption certificates.
6. **Mayors Welcome Packet -Update:** Hampton+Knodle reported the committee discussed putting together a welcome packet for the county's mayors that would include information on Nuisance Ordinances, Animal control information, municipal contact information and information of other county services. Clerk Leitheiser and Coordinator Daniels will get some county materials ready and bring them to the next economic development committee meeting to review.
7. **T.I.F. -Update:** Hampton+Knodle reported the committee reviewed several reports that show revenues for the Tax Increment Financing (TIF) districts in Litchfield and Farmersville from the Property Tax reports from the County Clerk's Office. These reports showed the committee how TIF funds are directed away from the taxing bodies and to the TIF districts for a 23 year period. The committee also reviewed TIF district maps for Litchfield, Farmersville and Pinnacle Point in Hillsboro. The Pinnacle Point TIF district was recently expired early by the City of Hillsboro. The Committee discussed that the City of Hillsboro is currently in the process of implementing a new TIF district, and the school district may be compensated for their loss to the TIF district, but nothing is in place for the other taxing bodies within the proposed Hillsboro city TIF at this time.

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

Ambulance Call Reports:

A summary of monthly operations for **May 2013** is as follows:

Total calls: 353 Total amount billed: \$207,375.10 Amount collected: \$124,869.09

AMBULANCE REPORT

1. **Collections -Update:** Total \$124,869.09 (New System \$124,724.25 Old System \$144.84)
2. **May 23rd meeting with the ambulance special service area representatives -Update:** Savage reported that Chairman Hertel gave an update to the committee on the meeting that was held with 4 of the 5 area ambulance service district representatives on May 23rd, 2013. The ambulance districts have by-laws that state how their boards are to be formed, and establishes the board members' terms. The Hillsboro Ambulance is to have their board members appointed by the County Board; the Litchfield Ambulance is governed by the Litchfield City Council and a committee that is appointed by the mayor. According to the contracts with the Ambulance Service Areas, the fiduciary person on the ambulance board should be bonded and they must have an annual audit. Three of the districts have an audit performed by an outside firm, one does an internal audit and one does not perform an audit. The committee discussed the need for better accounting of the 5 Ambulance Special Service Areas. Chairman Hertel stated he appreciated meeting with the 4 area ambulance representatives, and the meeting offered an excellent sharing of information.

EMA:

1. **EMA /Ambulance Billing Budgets 2013 -Update:** Savage reported that the FY 2014 budget is complete and has been provided to Treasurer Jenkins's Office.
2. **Security at the New Courthouse Building -Update:** Savage reported that Undersheriff Robbins was present to discuss the input received from the employee survey regarding security issues at the New Courthouse. Chairman Hertel suggested that a meeting take place to address the list of security concerns

and Robbins stated that he would set up and run the meeting. Robbins stated that some of the items on the list will cost money and he needs to know where the money will come from. The committee discussed that once the mandatory meeting with representatives from each office in the building is held, they will have to identify the items with the costs involved and report back to the committee. Two walk through metal detectors were obtained and one will be sent to the Health department and the other to the Jail. The Sheriff's Office has also acquired a scanner that will be used at the front door of the New Courthouse for brief cases, packages, purses etc. After security of the New Courthouse is completed, then security at the Historic Courthouse will be considered.

3. **Communications for County -Update:** Savage reported that Holmes spoke with someone from Perry County and they use Nixle for county wide communications. The committee reviewed some pricing for these types of notification systems. After some discussion the committee asked Under Sheriff Robbins to bring more information to the next committee meeting.
4. **Madison County Memorandum of Understanding -Update:** Savage reported the committee reviewed a copy of a memo from Assistant State's Attorney Betsy Wilson regarding some concerns with a draft of the Madison County Memorandum of Understanding which was found to be unsatisfactory. Gasparich suggested sitting down with Madison County EMA Director Larry Ringling and figure out the simple way to solve the issues. The committee will also look at the volunteer policy and the by-laws to see how this should be handled.
5. **Truck Topper -Approval:** Savage reported that Holmes found a new topper for the EMA truck at Midway Trailer in Litchfield for a cost of \$1,254 and it will be installed in the next two to three weeks. The committee discussed putting the old truck topper out for bid. **Motion by Savage, second by Graden to Approve Putting the Surplus Truck Topper Out for Bid. All in favor, motion carried.** A notice will be placed in the county newspapers for the bids.

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

1. **County's Delinquent Tax Liquidation Program -Update:** Gasparich reported that Rick Scheibal from Joe Meyer and Associates reported on their services to the County, and Scheibal stated that their job is to get the delinquent property taxes redeemed or to take the properties to tax deed and then sell them to someone who will pay the real estate taxes. If any parcel is not bid on at the tax sale, by default it is awarded to the County Trustee. The property tax owner then has about 2.5 years to pay (redeem) the taxes before the property is sold by sealed bid at a surplus auction sale. Meyers and Associates must follow state laws on the mandated processes to notify delinquent property tax owners. Once all notifications are done, then the Trustee takes the process to Court and a Judge will order the tax deed to be issued and signed by the County Clerk, then recorded. Scheibal stated that Meyer and Associates will work with the County to get intergovernmental agreements in place when the County wants to deed a property over to a municipality.
2. **Copy Machines Survey -Update:** Gasparich reported that Dale Smith from Tom Day Business Machines was present to talk about the reports he presented last month concerning what he would charge for each department's copy machine contracts. The committee would like to use an overall number of copies for all the county offices times a low rate and discussed trying to standardize the billing process to cut down on some vouchers. Gasparich stated that when the copy machine contracts come due, he would like the lowest price spent per copy since the county is trying to be competitive and to get the cost down to the lowest Smith responded affirmatively.
3. **Agreement to Loan out the GPS and Laptop Unit -Approval:** Gasparich reported that Assistant State's Attorney Wilson has approved an agreement for the temporary use of the Montgomery County's Mapping Equipment, which would be useful to county Fire Departments and public utilities. The City of Litchfield Fire Department has asked to use it to map out their fire hydrants. The data points collected must come back to the County, which may also use the data collected for County purposes. If they collect data points during a day, it has to be downloaded to the laptop that day or the data is lost. Gasparich stated it is to our advantage to get their data. Deabenderfer asked about the responsibility if the equipment is broken and Bathurst

reported the contract states the user is responsible. Deabenderfer asked if private businesses can use the unit, and Gasparich stated that use by the private sector is not in this motion. Gasparich stated GIS Coordinator Mary Purcell will give instructions to those in charge on how to use the equipment and explained the used laptop is not expensive; it is the GIS software that has the most expense. **Motion by Gasparich, second by Ronen to Approve the Agreement for Temporary Use of Montgomery County's Mapping Equipment for Cities/Villages/Districts. All in favor, motion carried.**

4. Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report -Approval: Gasparich reported the committee discussed trying to get a higher interest rate on a Certificate of Deposit of \$1 million for a year and at this time, there is an \$850,000 loan out on the IMRF, Social Security, and Workers Compensation funds. Gasparich also reported that the committee discussed making a motion that would allow Treasurer Jenkins to be able to use coal money to pay day to day bills if needed until real estate tax money is received. Deabenderfer asked if we need this motion as we never said it couldn't be used for day to day bills in the past. Hertel stated Jenkins has to find money somewhere as we are going to be \$50,000 short today after paying the bills, and he wants the membership to be aware of this need. Hampton+Knodle stated this is more of a management decision and asked about the repayment process. Gasparich stated this motion would give the Treasurer authority to transfer from one line item to another to pay bills. Hertel stated that in the past the County Board chose not to levy enough to pay those funds because we didn't want to raise taxes. Plunkett stated it is important to pass this motion because of the County's \$1 million budget deficit, and if the coal money is in the General Fund without direction from the board, then it could be spent without keeping a good handle on it. If it is needed, everyone should get a chance to decide where the coal revenue will go. He stated it would be nice to call it a loan, but that probably won't happen and a good decision would be to use some coal money to pay our bills. Hertel reported this month the coal royalties will only be \$36,000 because the coal mine mined under land that wasn't County-owned. Beeler asked if the County budget totals include the supplemental Sales Tax Money and Hertel replied affirmatively. Bathurst stated as a Board member we are trustees of these funds, and County constituents and employees have opinions on how this money should be spent and she thinks citizens want to know where the coal money is going. Hampton+Knodle concurred with Bathurst and stated the only time we see this coal is when it is on a train going out of this county, which shows the coal money won't be here forever and is a compelling reason not to let this revenue become our operating stream. She said we need a plan for long term investments to also help small towns and townships and we need a broader discussion in the next several months to facilitate more discussion. Gasparich stated he plans on having these discussions and we have to be responsible to the citizens and good stewards of how the coal money is spent and we must keep the County running, and reminded members of his goal to have \$3.5 million dollars in the bank at the end of his term. Gasparich stated that we are a part of a global market and we need to look at the coal funds this way and try to assure that we have adequate resources for our constituents, and this approval would provide guidance when coal funds are needed for County expenses. **Motion by Gasparich, second by Bathurst to allow Treasurer Jenkins to coal funds to pay day to day bills if needed until the real estate tax money is received, then it would be reimbursed back to the Coal Fund account. All in favor, motion carried.**

5. FY2014 Budget Information & Schedule -Update: Gasparich reported the budget hearings will be held on Monday, Tuesday and Wednesday, July 15th, 16th, and 17th, 2013. Finance committee members will be getting with some department heads and reviewing their budgets. Gasparich stated we will be meeting with office holders and need to look for all grant money we can possibly get as well as seek to find other funding.

6. ROE Quarterly Report & Spring Newsletter -Approval: Gasparich reported the committee reviewed the ROE Quarterly Report and their Spring Newsletter and recommends their approval. **Motion by Gasparich, second by Kuchar to Approve the Regional Office of Education Quarterly Report and Newsletter. All in favor, motion carried.**

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

1. **Elections -Update:** Beck reported we are waiting to see if the Governor signs the bill for online voter registration.
2. **Recycling Program and Events -Update:** Beck reported that prices for recycled goods are down because China is not buying much right now.
3. **EPA Report -Update:** Beck stated that EPA Inspector Gonet doesn't have any additional information on the Household Hazardous Waste Collection. Hertel stated that they talked about Gonet assisting with clean ups in the small towns throughout the county, and said if Gonet goes there under the EPA ordinance, there are things he could do to help them clean up the property which would help the towns. The first time he goes out could be a warning, and if Gonet goes out a second or third time and no improvements have been made or old vehicles are there, a \$1,500 violation citation per incident could be implemented. Beck stated to members that Gonet is available to work with municipalities so call him if you need him.
4. **Animal Control Facility and Program -Update:** Beck reported employees were overwhelmed at the facility due to one of the staff being on sick leave. She also reported the facility is full right now so if anyone needs a cat or dog now is a good time to adopt. Beck reported that former Supervisor of Assessments Julie Kiefer has been volunteering with data entry and animal control is also looking for new volunteers, so she asked Board members to volunteer if they can. Graden asked for an update on the cat room and Beck replied we have a new door and window and a new light in that area which were all donated and as soon as the staff person who is on sick leave returns, work will begin on the cat room.
5. **Animal Control Volunteer Manual:** Beck reported that copies went to the full board to review for one month and will vote whether to adopt this document in July. Beck reported that Assistant State's Attorney Wilson has endorsed it, and PAWS CARE will receive a copy this month.
6. **Animal Control Ordinance:** Beck said the ordinance will be reviewed for one month and the committee will look at changes to it at their July meeting. Beck reported the Board will then review the ordinance in the near future.
7. **Tours of Recycling Center and Animal Control Facility -Update:** Beck stated the Full board will tour the Hillsboro Recycling Center today after the meeting on Tuesday, June 11th and will tour Animal Control after the July 9th meeting.

ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Gene Miles as follows:

1. **Sale of Old Tractors -Update:** Miles stated as soon as the old tractors are cleaned up, they'll be put out for bid.
2. **FY 2014 Budget -Update:** Miles reported Engineer Smith gave a copy of the FY 2014 proposed budget to committee members to review and ask questions. Smith explained the County Highway department revenue and expenses have not changed much from last year's budget and he gave an overview of all the Highway Department funds.
3. **Red Ball Trail Project -Approval to Send Letter to Moniger:** Miles reported Engineer Smith has the results from some tests that were taken on the Red Ball Trail. Options the County has range from either doing nothing or to have the contractor totally replace the road, with a few options in between. Engineer Smith stated that one option given earlier was to grind the road, but grinding would possibly do more damage rather than correct the problems. Moniger Construction was the contractor for this project, and the projected lifetime of the road was 30 years, but according to individuals at IDOT, they'll be surprised if it lasts more than 7 years. Plunkett said if IDOT's assessment was that it wasn't their problem, then the County needs to take action against the contractor so they will stand behind their work and make repairs, and he asked that a notice be sent to them. Miles and Smith agreed with Plunkett, and Smith stated the County needs to determine where the problem is, and he has checked with the State's Attorney. Smith explained the difference between concrete and asphalt road applications to members. Hampton+Knodle

stated the role of the engineering consultant is to watch out for problems like this. Smith replied that IDOT looked at the results and stated the road surface equipment had two sensors which were not calibrated. Moore asked if the contractor has been paid and if he is bonded and Miles replied affirmatively to both questions. Smith stated the contractor has a bond and the project is not closed, so the bond is still in effect for the full amount of the contract. Hertel stated the State's Attorney can help compose the letter to the contractor. **Motion by Plunkett, second by Hampton+Knodle to Instruct the State's Attorney to Send a Letter to Moniger Construction Advising them to Correct the Problem with the Red Ball Trail. All in favor, motion carried.**

4. **Resolution #2013-01 Resolution to appropriate funds for 1104 B-CA, Schoolhouse Avenue, Fillmore Road District, 50% – 50% county Project. -Approval:** The cost will be about \$20,000 to replace. The committee recommends the approval of this replacement to the County Board. **Motion by Miles, second by Hampton+Knodle to Approve Resolution #2013-01 to appropriate funds for 1104 B-CA, Schoolhouse Avenue, Fillmore Road District, 50% – 50% county Project. All in favor, motion carried. (For copy of Resolution, see Book 13, pages 57-58).**

Board Member Earlene Robinson complimented Smith and the Highway Department workers on the cleanup of the Highway shed area.

PERSONNEL COMMITTEE REPORT: Given by Chairman Mary Bathurst as follows:

1. **Worker Wellness Program -Update:** Bathurst reported that Fusion Executive Director Jessica Chappellear explained Hillsboro Area Hospital's wellness program with Fusion Fitness Center. Bathurst reported the committee discussed setting up a Wellness Committee with the County employees and is still in talking stages.
2. **Montgomery County Electronic Security Policy -Approval:** Bathurst reported Purcell and the committee has made some revisions and the policy is ready for approval. **Motion Bathurst, second by Miles to Approve the Internet, Email and Social Media Policy. All in favor, motion carried. (For copy, see Resolution Book 13, pages 59-60).**
3. **Internet, Email and Social Media Policy and Guidelines -Approval:** This policy was given to the full board to review last month. **Motion by Bathurst, second by Beck to Approve the Internet, Email and Social Media Policy. All in favor, motion carried. (For copy, see Resolution Book 13, pages 61-62).**
4. **Ordinance #2013-04-Establishing Prevailing Wage Rates -Approval:** Bathurst reported each year this ordinance is approved. **Motion by Bathurst, second by Wendel to Approve the Ordinance Establishing Prevailing Wage Rates. All in favor, motion carried. (For copy, see Resolution Book 13, pages 63-71).**
5. **Drug and Alcohol Abuse Policy -Update:** Bathurst reported the committee reviewed the revised Drug and Alcohol Abuse Policy that was prepared by Assistant State's Attorney Wilson and the full Board will now review the policy with plans to adopt it next month for the Personnel Manual.
6. **Job Salary Study -Update:** Bathurst reported Ron Duncan will attend the next Personnel Committee meeting to wrap up this project.
7. **SOA/EMA/State's Attorney - Union Local #397 -Update:** Bathurst reported we are still in negotiations.
8. **Circuit Clerk's - Union Local #148 -Update:** Bathurst reported the next meeting will be held at the Regular Personnel Committee meeting on Thursday, June 27th at 5:30 p.m.
9. **Update/Approval Executive Session - Contract with Highway Department Local #1084:**
 - **Motion by Bathurst, second by Martin to Enter Into Executive Session. All in favor, motion carried. Time: 9:55 a.m.**
 - **Motion by Bishop, second by Robinson to Come Out of Executive Session. All in favor, motion carried. Time: 10:20 a.m.**

Motion by Bathurst, second by Plunkett to Approve the Contract with the Highway Department Local #1084 for December 1st, 2012 for 5 Years, Ending November 30th, 2017, Pending Ratification of the Union Members. All in favor, motion carried.

APPROVAL OF 8 COMMITTEE REPORTS & MINUTES: Plunkett asked if a correction was made to the Special Finance Committee minutes from May 14th, 2013 and Administrator Daniels replied affirmatively. **Motion by Beck, second by Bishop to approve the 8 committee reports and minutes. All in favor, motion carried.**

ANNOUNCEMENTS: Chairman Hertel announced the following:

1. **Tour of Hillsboro Recycling Center is today June 11th after Board meeting at 3 Smith Road in Hillsboro.**
2. **Tour of Animal Control Facility is Tuesday, July 9th after Board meeting.**

SCHEDULE CHANGES: Chairman Hertel reported the following:

1. **Next HWE Committee meeting is Wednesday, June 26th at 8:30 a.m. due to 4th of July holiday.**
2. **Next Circuit Clerk's Union Local #148 meeting will be held at the Regular Personnel Committee meeting on Thursday, June 27th at 5:30 p.m.**

APPOINTMENTS:

1. **Motion by Ronen, second by Bishop to Reappoint Bill Kinney to the Litchfield Airport Authority for the new 5 year term July 1, 2013 to June 30, 2018. All in favor, motion carried.**
2. **Motion by Moore, second by Webb to Reappoint Daniel Hough as Commissioner to the Montgomery County Housing Authority Board for a 5 year term beginning July 1st, 2013 and expiring June 30th 2018. All in favor, motion carried.**
3. **Motion by Hampton+Knodle, second by Robinson to Reappoint Steve Cullison, Todd Dean, Guy Sheridan, Dave Schluckebier, Tom Anderson, Diana Holmes and to Appoint Braunda Hopwood to the Hillsboro Area Ambulance Service Board for 2 year terms beginning June 11, 2013 and expiring June 10, 2015. All in favor, motion carried. Hertel stated that County Board appointment was needed on all of these members since it hadn't been done since 2002.**

PUBLIC COMMENTS: Chairman Hertel gave permission for citizen Bill Schroeder to speak after he received his public comment card. Schroeder stated in the discussion of financial shortfalls, statistics show that \$434,000 was spent in the county on video gaming in one month, at the same time when unemployment remains at record high levels, and Schroeder said the county would seem to have a bigger problem than how to use coal royalties. He stated this conduct is detrimental to the State and the economy and that there is nothing the County can do about it, but it needs to be said.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore: Motion by Bathurst, second by Gasparich 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. **Approval to Pay Any Invoices from A&D Electrical Supply: Motion by Gasparich, second by Bishop to pay any invoices for A&D Electrical Supply. Voice Vote: In favor – 20, Against – 0, Absent – 0, Abstain -1 (Ronen). Motion carried.**
3. **Motion by Martin, second by Miles to pay all other approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2013.**

ADJOURN: Until the Full Board Meeting on Tuesday, July 9th, 2013 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. **Motion by Webb, second by Branum to adjourn the Full Board Meeting. All in favor, motion carried.**

Meeting adjourned at 10:22 a.m. Minutes respectfully submitted and recorded by Montgomery County Clerk and Recorder Sandy Leitheiser.

Montgomery County Board

Minutes

For Tuesday, July 9th, 2013 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, July 9th, 2013 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 given.

Mileage and Per Diem Approval: Motion by Miles, second by Bishop to approve the mileage and per diem. All in favor, motion carried.

Approval of Minutes of Previous County Board Meeting:

Motion by Bathurst, second by Branum to approve the Minutes of the Previous County Board Meeting held on Tuesday, June 11th, 2013. All in favor, motion carried.

CONSENT AGENDA:

1. **Chief Assessment Officer's Report** – was submitted.
2. **Circuit Clerk's Report** – Holly Lemons was present for questions.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions.
4. **County Treasurer's Report** – Ron Jenkins was present for questions.
5. **G.I.S. Coordinator's Report** – Mary Purcell was present for questions.
6. **Health Department Report** – Hugh Satterlee was present for questions.
7. **Probation Officer's Report** – Bane Ulrici was present for questions.
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 Webb, second by Ronen to approve the 11 items on the Consent Agenda. All in favor, motion carried.

LIAISON REPORTS: Health Department Board –nothing to report. IL Assoc. of Co. Board Officials – nothing to report. MCWC – Branum reported the work continues on Phase 5. Planning Commission – Beeler reported the group will meet in mid-September. Senior Citizens Board – nothing to report. UCCI – nothing to report. U of I – nothing to report. VAC –nothing to report. West Central Development Council – Wendel reported he is seeking grant writing assistance from West Central for County projects.

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT:

COORDINATING COMMITTEE: Given by Chairman Roy Hertel as follows:

1. **CEFS Central Illinois Public Transit Monthly Progress Report -Update:** Member Earlene Robinson stated that CEFS Transportation representative Kristie Warfel is no longer with CEFS, and the selection process is underway for her replacement. The CEFS Central Illinois Public Transit (CIPT) program now has expanded hours of transport to help with work travel, and they will be operating until 11 PM. County Clerk Leitheiser offered to provide flyers about CEFS Transportation services at the County Clerk's Office for public availability.

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

1. **HVAC at Courts Complex -Approval:** Sneed reported there was a meeting with Hurst Roche Engineers last week regarding the HVAC at the Courts Complex and other issues with engineering work at County Buildings. There are two options for a new HVAC system at the Courts Complex, and the Committee will continue to explore options for grants. One grant that is available would be \$100 per ton of coolant or \$8,000. The HVAC system was down last week and Johnson Controls spent all day in the rain to repair it. The system ran for a while then failed again on Friday. The Committee approved that we pursue replacement of the HVAC system at the Courts Complex and will look for a vendor to draw up the bid specs and look for grants. Chairman Hertel stated that an option would be to lease or borrow the money to replace the HVAC system. Member Ronen stated that the County should look at the Illinois Clean Energy Grant availability as the HVAC system is replaced, and he said the deadline for this grant submittal will be in September of this year. Hertel asked Ronen to work with Building and Grounds Chairman Sneed on this grant availability. **Motion by Sneed, second by Deabenderfer to pursue replacement of the HVAC system at the Courts Complex. All in favor, motion carried.**
2. **Historic Courthouse Elevator -Approval:** Sneed reported the Committee discussed the option for a one year elevator maintenance agreement with Schindler that they revised and sent a couple of weeks ago. The Committee also reviewed a spread sheet which gave a 12 year history of the costs for elevator maintenance with Otis and felt the \$4,500 per year maintenance agreement with Schindler was reasonable. In comparison, the Committee found that the maintenance agreement with Otis Elevators has been increasing an average of 5.4% each year. The Committee approved to stay with the 10 year agreement with Schindler Elevator for \$4,500 per year, and Sneed stated they will have Assistant State's Attorney Wilson review the contract. **Motion by Sneed, second by Wendel to stay with the 10 year agreement with Schindler Elevator for \$4,500 per year contingent upon review and recommendation from the State's Attorney's Office. All in favor, motion carried.**
3. **Early Voting Basement Office -Update:** Sneed reported the Committee is checking on prices for remodeling the former Montgomery County Water Company to get room ready by fall for Early Voting at the March, 2014 Election.
4. **Hand Railing at Historic Courthouse -Update:** Sneed reported the railings have been installed at the north entrance of the Historic Courthouse. An additional concrete step was installed by County Maintenance, and after its completion, a water issue was noticed on the top step and causing water to come under the door and inside the building. A few grooves will have to be cut into the concrete so the water can run off and away from the doorway.
5. **Building Safety Issues at Courts Complex -Update:** Sneed reported Judge Long has scheduled a Building Safety meeting with the Court-related departments at the Courts Complex for Monday, July 22nd, 2013 at 1:00 pm.

6. **Annex Building -Update:** Sneed reported the Committee again discussed the issue of the annex building leaking in the front office of the ROE office. The west wall leaked again during the weekend of 6/15/13. Sneed stated he will call the sub-contractor who did the brick work during the renovation a few years ago to see if he can identify the problem.

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

1. **MCEDC -Update:** Hampton+Knodle reported the MCEDC is in the process of advertising for the Full Time Executive Director Position. A new job description has been released and the MCEDC board will meet on July 22nd to review the applications, with interviews scheduled as soon as the applications are reviewed. There are four applicants so far and two applicants have Masters Degrees. Hampton+Knodle stated that MCEDC can be a site developer for new or expanded businesses, which would assist with these investments qualifying as tax deductible.
2. **County Employee Survey to ask How to Cut Expenses and or Increase Revenues -Update:** Hampton+Knodle reported the Committee reviewed the Executive Summary, highlights and recommendations for the Employee survey that was compiled by the Robert Morris College Students of County Board member Megan Beeler. The Committee also reviewed and discussed the portion of the survey detailing the employee responses given for all the questions. Hertel thanked the Robert Morris students for doing the work on the survey, and he stated there was an 18.2 percent response rate of County employees and County Board members. Deabenderfer asked if there was a problem with the low response rate from the employees and County Board members on the employee survey, and inquired about offering the survey again. Hampton+Knodle said the plan is to offer this type of survey annually. Deabenderfer said that the small response rate could indicate either that employees feel that things are going well or they don't trust that the survey is confidential. Hertel stated that maybe the statistics aren't perfect, but he felt that the results showing that 20 (half) of the respondents feel the County Board membership should be reduced is important information. **(For copy of Employee Survey, see Resolution Book 13, pages 72-114).**
3. **Mayors Welcome Packet -Update:** Hampton+Knodle reported the Committee reviewed and discussed the information that was submitted by County Offices for the Mayor's Welcome Packet, and stated a lot of information was given. The Committee would like to see if some of this information could be placed on the county website so there would be less paper to send out. Hampton+Knodle will be working on a cover letter to be provided along with the packets introducing the Mayors to its contents.
4. **FY 2014 Budget -Update:** Hampton+Knodle reported that the Finance Committee discussed that \$5,000 to be taken from the Revolving Loan fund and added to the \$30,000 already allocated in the MCEDC line item. Hampton+Knodle stated that members may disregard this request and other revenue sources have been found. Bishop inquired if Hampton+Knodle found out whether the Revolving Loan Fund has funding available, and Hampton+Knodle responded affirmatively.

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

Ambulance Call Reports:

A summary of monthly operations for **June 2013** was unavailable, and will be ready next month.

AMBULANCE REPORT:

1. **Collections -Update:** \$84,655.35 (old system- \$163.84, new system- \$84,491.51)

EMA:

1. **Plans for October 21st Table Top ongoing with MCHD -Update:** Savage reported that plans for the annual required emergency exercise are underway, and the event will be held in October in cooperation with the Montgomery County Health Department. The Table Top exercise will be focused on the Emergency Distribution of Medicine. Holmes reported that Health Department Director Hugh Satterlee is working on the details for the exercise.

2. **County Communications -Update:** Savage reported that Undersheriff Robbins has been searching for a County wide Notification System that will notify county residents by phone or internet in case of emergency events. A letter will be sent to all the County Mayors explaining the emergency notification system, and the municipalities will be asked if they would like to participate for approximately \$.55 per household, which will offset the purchase price of the communication system and yearly maintenance. Undersheriff Robbins is looking at the Code Red Alert System which is web based. Ronen stated that Litchfield currently has the Blackboard notification system. Hertel also stated that the first year may be paid for by a Crime Stoppers Grant, and those residents with cell phones can also register their phone numbers to be notified of emergency events. Hertel said the County will look at both the Code Red and Blackboard Vendor Systems. Member Mike Webb, who is also an Ambulance Board member, asked for a copy of the letter Mayors will receive so he can promote the program with Mayors in his District. Member Beeler asked how the program works, and Savage stated the software will allow emergency messages to be sent to land line phones, cell phones, and internet lines to provide residents important information.

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

1. **SOA Report -Update:** Gasparich reported that the Board of Review was in session on July 27th, and with Heritage Manor Nursing Home in Litchfield being sold to Latter Rain Ministries and Latter Rain Ministries filing and receiving tax exempt status on the property, assessment expert Gene Stuard suggested making an offer to the former owner regarding the Board of Review Assessment. Durston reported that an offer was made and he has not heard from them yet.
2. **Bruce Harris & Associates Presentation for new Flyover -Update:** Gasparich reported the Committee watched a power point presentation given by Colin Russell of Bruce Harris and Associates regarding the options for a new flyover and web based software for GIS. This information needs to be researched further and Gasparich suggested forming a GIS work group sub-committee. Members of the Committee will consist of Mary Purcell, Heather Hampton+Knodle, Megan Beeler, Leo Beasley, Sandy Leitheiser, Ray Durston, realtor Brandi Lentz, Bill Purcell and Greg Nimmo. Megan Beeler will chair the GIS work group subcommittee, and their goal will be to look into our County's GIS capabilities and needs.
3. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report -Update:** Gasparich reported the Committee reviewed the monthly coal revenue report and the General Fund revenue and expense with cash in the bank report. Treasurer Jenkins reported that about \$1 million dollars has been received for real estate taxes to date.
4. **Discuss Truth in Taxation -Update:** Gasparich reported that there is a time frame for posting and advertising for a Truth and Taxation Hearing if the County goes over the 105% threshold, and the County Board will have to decide if they wish to exceed the 105% threshold by the September meeting. If property taxes are not raised, then we will have to keep borrowing money from the coal funds. Gasparich stated that we are making positive steps to balance the budget, but it can't be done in one year.
5. **FY2014 Budget Hearings -Update:** Gasparich reported that the Committee approved to change the last date of Budget Hearings from July 17th to July 18th, which will make the new Budget Hearing schedule to be held on July 15th, 16th and 18th, 2013. Treasurer Jenkins will call the Department Heads that are scheduled for Wednesday, July 17th and ask them to either reschedule for Thursday, July 18th or they can schedule their hearing at the end of the meetings schedule on the 15th and 16th, or they can come to the August Finance Committee meeting.

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

1. **Elections -Update:** Beck reported that County Clerk Leitheiser reported to the Committee that a total of 18,511 voter ID cards were printed in house and will be mailed using the bulk permit rate for postage and will result in a \$900 savings. Leitheiser stated that since the initial mailing,

approximately 4,000 voter ID cards have been returned by the Post Office, and she encouraged voters who haven't received their new voter ID cards to contact the County Clerk's office.

2. **Recycling Program and Events -Update:** Beck reported that she received information regarding a Bulb Eater unit for the Recycling Center. This machine sits on top of a 55 gallon drum and safely disposes of mercury based fluorescent lamps or bulbs. Once a drum is full the Bulb Eater unit is sealed and taken to a holding area for shipping. Beck stated that a pallet will hold four drums of universal waste, and the cost of the equipment and disposal is in the presentation which is in members' packets of information. Recycling Coordinator Lutz will obtain more information regarding grant funding and check with other companies who presently use this machine. Plunkett asked if the Committee discussed the potential of traditional mercury-based bulbs being replaced by LED bulbs, which will shift the market away from needing this service, and Ronen stated that he can see this happening in about 5 years. Also, it was stated that the government may at some point mandate that private citizens will not be able to dispose of these bulbs in the landfill. Beck said that if the Bulb Eater Unit is approved by the County Board, the Recycling Center would set up certain hours of the week for customers to come onsite at the Hillsboro facility and dispose of the bulbs. Deabenderfer asked if this service would be offered as a community service or if it would pay for itself. Beck stated Committee is looking into options now, and Lutz is inquiring with customers who want this service to see if they would pay a nominal fee for it. Hampton+Knodle stated the Committee should check for grants or foundations willing to pay for the Bulb Eater unit, and Wendel stated that grants he checked out may not be finalized in a year. Ronen stated that his employer, A & D Electric in Litchfield, presently takes these bulbs to an out-of-county vendor, Waste Management and he will contact this facility to gather more information for the Committee.
3. **Animal Control Facility and Program:** Beck reported:
 - Animal Control Intake Summary: The Committee reviewed monthly intake of animals.
 - Update on Revenues & Expenses: Not all the bills are in, so expenses will be updated next month.
 - **Animal Control Volunteer Manual -Approval:** Beck stated the Volunteer Manual was given to board members last month to review, and approval is needed this month. She thanked Member Deabenderfer for making grammatical corrections to the manual. **Motion by Beck, second by Graden to Approve the Animal Control Volunteer Manual pending correction of grammatical errors. All in favor, motion carried. (For copy of Volunteer Manual, see Resolution Book 13, pages 115-123).** Hertel thanked Beck and the State's Attorney's office for their work on the Volunteer Manual.
 - **Volunteer Release Forms -Approval:** Beck stated the Volunteer Release Forms were also given to board members last month to review, and approval is needed this month. **Motion by Beck, second by Bishop to Approve the Volunteer Release Forms. All in favor, motion carried. (For copy of Volunteer Release Forms, see Resolution Book 13, pages 124-127).**
 - Beck stated that volunteer hours have increased this month, and former Supervisor of Assessments Julie Kiefer has been entering rabies certificates. The Committee and Asst. State's Attorney Wilson stated it would be OK for Kiefer to take the rabies tags home to enter them into the computer system, Richardson will check with Bill Purcell to see if he can get something set up for her. Volunteer Gaye Shuling is willing to search for grants for animal control facilities, and Richardson stated that Pet Co has a few smaller grants that may be available for animal control facilities to help senior citizens adopt for free, which she will explore.
 - **Free Roaming Cat Room:** Beck stated that most supplies have been purchased, and Hillsboro Electric has donated the light for the room. She also reported that Animal Control has started giving the cats vaccinations for distemper and upper respiratory infections.

- Beck reported a new volunteer group recently met and the County is really happy to have them. This group is calling themselves “Friends of MCAC” and their sole purpose will be to help rescue & adopt animals at the Montgomery County Animal Control facility and to help fundraise for the facility since the Animal Control facility can’t because of its government status. The volunteer group also wants to create and maintain a Facebook page to promote adoptions and rescues and to post photos of lost and found animals so they may be reunited with their owners.
 - Beck reported two rescues were completed today and four were out on Wednesday.
4. **Tour of Animal Control Facility -Update:** Beck stated the date has been changed to tour the facility after the Full Board meeting on Tuesday, August 13th, 2013, which will coincide with the 4th anniversary of the opening of the facility and an open house will also be planned.
 5. **Bequest Money -Update:** Member Deabenderfer asked about the status of the Bequest funding for the Animal Control facility, and Assistant State’s Attorney Wilson reported in about 30 to 60 days the estate will be wrapped up to allow this bequest money to be made public. Chairman Hertel stated that the Committee and County Board will need to decide how to spend and invest the bequest funds, which should help run the facility for a very long time, and he suggested naming the facility after the donor.

ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Gene Miles as follows:

1. **Red Ball Trail -Update:** Miles reported Engineer Smith is working with the State’s Attorney’s Office to draft a letter to Moniger Construction regarding their work on the Red Ball Trail.
2. **Raymond Township Bridge -Update:** Miles reported work is progressing on the Raymond Township Bridge project and the new deck is being set now.
3. **Irving North County Bridge -Update:** Engineer Smith reported that he is working with Hurst-Rosche Engineers to get the Plans to IDOT this Friday. This project should be completed this summer.
4. **Resolution #2013-02: Resolution to appropriate funds for 1105 B-CA, Witt South, Location A, 100% County Project. -Witt Twp. -Approval:** Motion by Miles, second by Branum to Approve Resolution #2013-02: Resolution to appropriate funds for 1105 B-CA, Witt South, Location A, 100% County Project. -Witt Twp. – Culvert Replacement for \$4,200. All in favor, motion carried. (For copy of Resolution, see Resolution Book 13, pages 128-129).
5. **Resolution #2013-03: Resolution to appropriate funds for 1105 B-CA, Witt South, Location B, 100% County Project. -Witt Twp. -Approval:** Motion by Miles, second by Hampton+Knodle to Approve Resolution #2013-03: Resolution to appropriate funds for 1105 B-CA, Witt South, Location B, 100% County Project. -Witt Twp. – Culvert Replacement for \$4,150. All in favor, motion carried. (For copy of Resolution, see Resolution Book 13, pages 130-131).
6. **Resolution #2013-04: Resolution to appropriate funds for 1105 B-CA, Witt South, Location C, 100% County Project. -Witt Twp. -Approval:** Motion by Miles, second by Ronen to Approve Resolution #2013-04: Resolution to appropriate funds for 1105 B-CA, Witt South, Location C, 100% County Project. -Witt Twp.– Culvert Replacement for \$4,300. All in favor, motion carried. (For copy of Resolution, see Resolution Book 13, pages 132-133).
7. **Resolution #2013-05: Resolution to appropriate funds for 1106 B-CA, Nokomis Road, Location A, 100% County Project.-Nokomis Twp -Approval:** Motion by Miles, second by Kuchar to Approve Resolution #2013-05: Resolution to appropriate funds for 1106 B-CA, Nokomis Road, Location A, 100% County Project.-Nokomis Twp.– Culvert Replacement for \$4,700. All in favor, motion carried. (For copy of Resolution, see Resolution Book 13, pages 134-135).
8. **Resolution #2013-06: Resolution to appropriate funds for 1106 B-CA, Nokomis Road, Location B, 100% County Project .-Nokomis Twp. -Approval:** Motion by Miles, second by Webb to Approve Resolution #2013-06: Resolution to appropriate funds for 1106 B-CA,

- Nokomis Road, Location B, 100% County Project .-Nokomis Twp.– Culvert Replacement for \$4,900. All in favor, motion carried. (For copy of Resolution, see Resolution Book 13, pages 136-137).
9. **Resolution #2013-07: Resolution to appropriate funds for 1106 B-CA, Nokomis Road, Location C, 100% County Project .-Nokomis Twp. -Approval:** Motion by Miles, second by Gasparich to Approve Resolution #2013-07: Resolution to appropriate funds for 1106 B-CA, Nokomis Road, Location C, 100% County Project .-Nokomis Twp.– Culvert Replacement for \$3,900. All in favor, motion carried. (For copy of Resolution, see Resolution Book 13, pages 138-139).
 10. **Resolution #2013-08: Resolution to appropriate funds for 1106 B-CA, Nokomis Road, Location D, 100% County Project.-Nokomis Twp. -Approval:** Motion by Miles, second by Moore to Approve Resolution #2013-08: Resolution to appropriate funds for 1106 B-CA, Nokomis Road, Location D, 100% County Project.-Nokomis Twp.– Culvert Replacement for \$3,900. All in favor, motion carried. (For copy of Resolution, see Resolution Book 13, pages 140-141).
 11. **Resolution #2013-09: Resolution to appropriate funds for 1106 B-CA, Nokomis Road, Location E, 100% County Project.-Nokomis Twp. -Approval:** Motion by Miles, second by Graden to Approve Resolution #2013-09: Resolution to appropriate funds for 1106 B-CA, Nokomis Road, Location E, 100% County Project.-Nokomis Twp.– Culvert Replacement for \$4,300. All in favor, motion carried. (For copy of Resolution, see Resolution Book 13, pages 142-143).
 12. **Resolution #2013-10: Resolution to appropriate funds for 1106 B-CA, Nokomis Road, Location F, 100% County Project .-Nokomis Twp. -Approval:** Motion Miles, second by Bishop to Approve Resolution #2013-10: Resolution to appropriate funds for 1106 B-CA, Nokomis Road, Location F, 100% County Project .-Nokomis Twp.– Culvert Replacement for \$6,600. All in favor, motion carried. (For copy of Resolution, see Resolution Book 13, pages 144-145).
 13. **Resolution #2013-11: Resolution to appropriate funds for 1107 B-CA, Fillmore Trail, Location A, 100% County Project.-Fillmore Twp. -Approval:** Motion by Mile, second by Branum to Approve Resolution #2013-11: Resolution to appropriate funds for 1107 B-CA, Fillmore Trail, Location A, 100% County Project.-Fillmore Twp.– Culvert Replacement for \$4,700. All in favor, motion carried. (For copy of Resolution, see Resolution Book 13, pages 146-147).
 14. **Resolution #2013-12: Resolution to appropriate funds for 1108 B-CA, Red Ball Trail, Location A, 100% County Project-East Fork Twp. -Approval:** Motion by Miles, second by Robinson to Approve Resolution #2013-12: Resolution to appropriate funds for 1108 B-CA, Red Ball Trail, Location A, 100% County Project-East Fork Twp.– Culvert Replacement for \$4,200. All in favor, motion carried. (For copy of Resolution, see Resolution Book 13, pages 148-149).
 15. **Resolution #2013-13: Resolution to appropriate funds for 1108 B-CA, Red Ball Trail, Location B, 100% County Project -East Fork Twp. -Approval:** Motion by Miles, second by Beck to Approve Resolution #2013-13: Resolution to appropriate funds for 1108 B-CA, Red Ball Trail, Location B, 100% County Project -East Fork Twp.– Culvert Replacement for \$4,200. All in favor, motion carried. (For copy of Resolution, see Resolution Book 13, pages 150-151).
 16. **Resolution #2013-14: Resolution to appropriate funds for 1108 B-CA, Red Ball Trail, Location C, 100% County Project -East Fork Twp. -Approval:** Motion by Miles, second by Hampton+Knodle to Approve Resolution #2013-14: Resolution to appropriate funds for 1108 B-CA, Red Ball Trail, Location C, 100% County Project -East Fork Twp.– Culvert Replacement for \$3,900. All in favor, motion carried. (For copy of Resolution, see Resolution Book 13, pages 152-153).

17. **Resolution #2013-15: Resolution to appropriate funds for 1109 B-CA, Mine Avenue, Location A, 100% County Project-Bois D' Arc Twp. -Approval: Motion by Miles, second by Webb to Approve Resolution #2013-15: Resolution to appropriate funds for 1109 B-CA, Mine Avenue, Location A, 100% County Project-Bois D' Arc Twp.– Culvert Replacement for \$4,700. All in favor, motion carried. (For copy of Resolution, see Resolution Book 13, pages 154-155).**

PERSONNEL COMMITTEE REPORT: Given by Chairman Mary Bathurst as follows:

1. **Job Salary Study -Update:** Bathurst reported Job Salary Study consultant Ron Duncan was present at the Committee meeting to discuss the final draft of the 2012 salary survey. Duncan suggested that the County go back and have the supervisor, employee and another individual work through the job descriptions to make sure we have an accurate description of each employee's duties so the correct SOC codes can be assigned. Bathurst stated we are getting closer to completion and just need some adjustments.
2. **SOA/EMA/State's Attorney - Union Local #397 -Update:** Bathurst reported the Committee reviewed paperwork from the Illinois Labor Relations Board regarding picking one of three mediators from their list for the mediation process.
3. **Highway Department - Union Local #1084 -Update:** Bathurst reported the Committee reviewed the email from Highway Department employee Bev Seamon regarding the Final Draft of the Union contract. Coordinator Daniels will contact Union Representative Tom Murphy to clarify a few issues on the contract also.
4. **Circuit Clerk's - Union Local #148 -Update:** Bathurst reported the Union negotiation meeting took place on Monday July 8th, 2013, and the County's Final and best offer was given. The Union representative said they now will take this offer to their members for a vote.

Drug and Alcohol Abuse Policy -Approval: Bathurst reported that the County board reviewed for the Drug and Alcohol Abuse Policy for a month and it now needs approval. Deabenderfer asked about the section that pertains to employees' actions during their personal time and on their private property, and if this section is necessary to be included in our policy. Assistant State's Attorney Wilson responded affirmatively, and stated that this policy applies to at the time of hire and during employment and is important to be included to make sure employees don't come to work disoriented or under the influence. Wilson further stated that the County has a right to know if the employee has been convicted of a drug or alcohol related crime. She also informed the Board that this policy is also used by the Federal Government. **Motion by Bathurst, second by Kuchar to Accept the Drug and Alcohol Abuse Policy. All in favor, motion carried. (For copy of Policy, see Resolution Book 13, pages 156-159).**

5. **Worker Wellness Program -Update:** Bathurst reported a memo went out in the employee paychecks asking for volunteers who are on the employee health insurance who are interested in serving on an Employee Wellness Committee. Coordinator Daniels stated that six employees have volunteered so far.
6. **Executive Session for the purpose of Discussing Personnel and Salaries -Approval:**
 - **Motion by Bathurst, second by Moore to Enter Into Executive Session. All in favor, motion carried. Time: 10:00 a.m.**
 - **Motion by Martin, second by Webb to Come Out of Executive Session. All in favor, motion carried. Time: 10:23 a.m.**

Motion by Gasparich, second by Beeler to place on the Agenda for the August, 2013 meeting for approval to offer a Severance Package to eligible employees that if accepted, would terminate their employment on November 30th, 2013. All in favor, motion carried.

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

ANNOUNCEMENTS: Chairman Hertel announced the following:

1. **Resignation Letter from Litchfield Police Chief B.J. Wilkinson from 911 Board –** Hertel stated B.J. did a great job on the 911 Board and we will miss him as Litchfield Police Chief.
2. **Hertel announced the Tour of Montgomery County Health Department is today after Full Board Meeting – Hertel informed members to come in the Administration side toward the garage, on the west facing building.**
3. **Hertel announced that the Tour of Animal Control Facility is August 13th after Full Board.**

SCHEDULE CHANGES: None

APPOINTMENTS:

1. **Motion by Beck, second by Gasparich to Appoint Sandy Leitheiser as the Montgomery County Open Meetings Act Designee and Chris Daniels as the Montgomery County Open Meetings Act Deputy Designee. All in favor, motion carried.** Chairman Hertel stated that the Attorney General's office has a requirement for this position under Illinois Law.
2. **Motion by Plunkett, second by Moore to Appoint Jay Greenwood as Trustee to the Green Hill Cemetery Association which expires April 30th, 2018. All in favor, motion carried.**

PUBLIC COMMENTS: Chairman Hertel gave permission for citizen Bill Schroeder to speak after he received his public comment card. Schroeder asked how the County determines coal revenues and the ownership of the coal that is mined. Gasparich stated Patton Mining reports monthly tonnages to IDNR, and the County retrieves those totals from them each month. Also, Treasurer Jenkins is tracking the path of the mining activity and revenues received from Patton mining. Member Webb stated there is a measurement the Coal company must use and then reports this information to the State. Schroeder stated the County should "trust but verify" and monitor the Patton Mining activity, and asked that the Board inquire whether they have Belt Scales as well.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Gasparich, second by Webb 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. **Approval to Pay Any Invoices from A&D Electrical Supply:** Motion by Bathurst, second by Martin to pay any invoices for A&D Electrical Supply. Voice Vote: In favor – 20, Against – 0, Absent – 0, Abstain -1 (Ronen). Motion carried.
3. **Motion by Miles, 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 2013.**

ADJOURN: Until the Full Board Meeting on Tuesday, August 13th, 2013 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Branum, second by Robinson to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 10:26 a.m. Minutes respectfully submitted and recorded by Montgomery County Clerk and Recorder Sandy Leitheiser.

Montgomery County Board

Minutes

For Tuesday, August 13th, 2013 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, August 13th, 2013 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 given by 2013 Montgomery County Fair Queen Summer Robbins, daughter of Julie & Rick Robbins of Coffeen. Robbins stated she will be attending U of I in Champaign this fall, and invited members to the Montgomery County Fair Board Scholarship Fundraiser for next year's pageant on Wednesday, August 14th at Pizza Man in Litchfield. Chairman Hertel thanked Ms. Robbins for representing the County.

Mileage and Per Diem Approval: Motion by Gasparich, 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 Bathurst, second by Wendel to approve the Minutes of the Previous County Board Meeting held on Tuesday, July 9th, 2013. 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 notified Board members that the County Board Candidate Packets are now available for those whose seat is up in 2014. The circulation period for the next election starts on September 3rd, 2013.
- 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** – Bane Ulrici was present for questions and informed members upon Chairman Hertel's request of Probation's clean-up program. Public Service Worker Coordinator Rice Philips has crews of 10 to 12 people to clean up after fairs, paint sidewalks, etc. Ulrici encouraged everyone to notify her if they need any community service work for not for profit projects.
- 8. Public Defender's Report** – was submitted.
- 9. Sheriff's Report** – was submitted.
- 10. T.B. Department Report** – Sally Adams was present for questions.
- 11. V.A.C. Report** – Dave Strowmatt was present for questions and informed members that he hired an office clerk last Thursday.

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

LIAISON REPORTS: Not discussed.

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT:

COORDINATING COMMITTEE: Given by Chairman Roy Hertel as follows:

1. **CEFS Central Illinois Public Transit Monthly Progress Report -Update:** Chairman Hertel stated that June and July reports were included in Board packets, and Representative Robinson stated that interviews are now underway for a new Transportation Director.
2. **Executive Session to Review Prior Executive Session Minutes -Approval:** Chairman Hertel stated that members will receive a copy of the list at the end of the meeting during Executive Session. Approval at end of meeting.

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

1. **Communication Tower Antenna at Cress Hill -Approval:** Sneed reported that the current tower at the Sheriff's Department is overcrowded with radio and antenna systems so they are looking at utilizing a larger former cable TV tower at Cress Hill which is privately owned and currently not in use. The Sheriff's Department is looking at how they can use the tower and what it would cost to get it operational. Negotiations will take place with the Cervi family to either lease or purchase the property, and if it is acquired, all the radio and antennas would then have to be moved and placed there. Sneed stated that the highway department also needs better communications as they can't always reach to the end of the County. The initial project cost would be about \$50,000; with the long term items to be addressed would cost about \$22,500. Treasurer Jenkins stated there would be a clause in the lease agreement if the county doesn't want the tower in the future it would go back to the Cervi family along with the land. The tower sits on .77 of an acre and the county has an option to purchase up to 3 extra acres surrounding it. Moore stated that we don't have any definite purchase or lease information on the tower, and asked if approval at today's meeting would be just to move forward to pursue this purchase, and Sneed responded affirmatively. Martin asked how much more signal utilizing this tower will give us and Hertel replied the tower is 60 feet higher and tests show it should be adequate to reach all points throughout the county, and we can also lease space on the tower. Hertel said it is more cost effective to purchase this tower than to build a new one. Hampton+Knodle asked if this is the only option we are pursuing, and Undersheriff Robbins stated that according to GTSI this is much less expensive than building a new, huge communication structure on another nearby location since property would have to be purchased and 25 feet of concrete would be needed for the tower legs. Gasparich stated the currently antennas on our tower get crowded and radio frequencies interfere with each other and said that the current tower outside the Jail will stay, but we would move some antennas to the additional tower at Cress hill to improve communications. **Motion by Sneed, second by Gasparich to approve negotiating a contract with the Cervi Family to obtain the tower and property. All in favor, motion carried.**
2. **HVAC at Courts Complex -Approval:** Sneed reported Hurst-Rosche prepared an estimate to design the HVAC system for the Courts Complex building. The estimate is \$125,000 for the system and \$16,500 for the design. They are recommending a water chilled unit and Sneed believes it is a good system. The new system will have eight compressors where the old system only had three. If the new system loses a few compressors then the others can continue to work without the chance of losing its cooling capacity. The compressors will be smaller and easier to replace. Bids for the new HVAC system could be put out early in September and received back at the end of September. The committee would then review the bids at their October meeting. The committee discussed Judge Long's offer to pay for one-half of the cost to replace the HVAC system from the Court Fund. Graden confirmed that the units will be located at the Courthouse Complex building. Beeler asked if the design work went out for bid and Sneed replied negatively. Sneed stated Hurst-Rosche already did prior work on this HVAC system, and they are a local firm so we went with them, Miles added that they also designed the building. Ronen asked to be kept informed on the project so he can apply for grants. Hertel stated a grant will apply to this project and Sneed reported an engineer came and spoke to the committee about

this grant. **Motion by Sneed, second by Wendel to approve and recommend the proposal of \$16,500 from Hurst-Rosche Engineers to design the new HVAC for the Courts Complex Building. All in favor, motion carried.**

3. **Historic Courthouse Elevator -Approval:** Sneed reported Assistant State's Attorney Betsy Wilson reviewed both the one- and ten- year agreements with Schindler Elevator and recommends the one-year contract since there could be some additional costs that would come up over the life of the ten year contract. Chairman Hertel reported that the 1 year cost is \$2,500, and stated we have a 1 year contract with Otis Elevators on the two elevators at the Courts Complex and we can bid all three elevators next year. The committee approved the one year maintenance agreement with Schindler Corporation for the Historic Courthouse elevator. **Motion by Sneed, second by Ronen to approve the one year maintenance agreement with Schindler Corporation for the Historic Courthouse elevator. All in favor, motion carried.**
4. **Remodel Basement Office for Early Voting -Update:** Sneed reported County Clerk Leitheiser is getting an ADA grant to help purchase signage and locks for the Early Voting area, and the committee approved the proposal from Tim Lipe Construction to remodel the early voting room for \$4,965. The room should be done prior to early voting for the next Election to be held on March 18th, 2014.
5. **Building Safety Issues at Courthouse Complex -Approval:** Sneed reported that Judge Long and the Sheriff facilitated a meeting held at the Courthouse Complex about building safety concerns there and escape issues, locks, and panic systems were discussed. Since the meeting, additional fire and smoke alarms have been installed. The report showed that that the front entrance is a concern. Total costs for improvements are about \$4,800 and that amount is in the Building & Grounds budget. Chairman Hertel and Undersheriff Robbins stated that employees also suggested some improvements such as window ladders for each office. **Motion by Sneed, second by Kuchar to approve the list of Security Improvements at the Courts Complex building for approximately \$4,800. All in favor, motion carried. (For list of improvements, see Resolution Book 13, pages 160-161).**
6. **Change Meeting Time -Approval:** Sneed reported Ron Deabenderfer asked if the September, October, November and December 2013 meetings could be changed to 1:00 pm. **Motion to Approve changing the meeting times for Building & Grounds Committee from 8:30 am to 1:00 pm for the months of September, October, November and December, 2013. All in favor, motion carried.**

ECONOMIC DEVELOPMENT COMMITTEE REPORT: Given by Vice Chairman Megan Beeler as follows:

1. **MCEDC -Update:** Beeler introduced new MCEDC Executive Director Lindsay Wagahoff, and stated that Wagahoff's first day was Tuesday, August 6th, 2013, she currently lives in Raymond, has a Bachelor's Degree from Illinois State, a Master's Degree in Political Science from U of I in Springfield and has previously worked with the legislature. Wagahoff reported that she has started meeting with municipalities, and she will work out of the Chairman's office here at the Historic Courthouse on the second floor from 8:00 a.m. to 4:30 p.m. Monday through Friday. She stated her goal is to increase membership in the MCEDC and increase business and jobs for future generations in Montgomery County. Beeler stated she is excited that we now have two new people in the positions of Economic Development Educator for the U of I Extension and an MCEDC Executive Director. Chairman Hertel asked board members to call Wagahoff for Economic Development issues and with any possibilities to expand businesses. Wagahoff can be reached by calling the MCEDC cell phone at 217-851-4332. He also stated that the LLCC bi-annual Summit will be held on October 10th, 2013 and the next MCEDC meeting will be Thursday, September 12th, at 4:00 pm.
2. **Hillsboro TIF District Meeting -Update:** Beeler reported that there was a meeting at Hillsboro City Hall on July 26th and that member Deabenderfer and Chairman Hertel attended along with some other taxing body representatives. This meeting was held to convene a Joint Review Board according to State statute as the City plans to adopt the Hillsboro Downtown TIF Redevelopment Plan and Project Area mainly in the downtown area of the city. Beeler reported that the TIF representative stated that this plan affects 4% of Hillsboro Equalized Assessed Value and 1% of the entire county's Equalized

Assessed Value. The purpose of the TIF District is for the City to collect funds in a separate fund for 23 years to help with redevelopment and infrastructure needs. Beeler reported that the City has worked out a negotiation with Hillsboro School District to compensate them for their loss to the TIF district, but the same offer was not made to the County or other taxing bodies. Chairman Hertel and the Lincoln Land Community College representative abstained from voting because the TIF district hadn't been discussed with their prospective boards. Webb stated the current tax won't be cut from taxing bodies, but when improvements are made to properties, the TIF will get the increase in taxes. Hertel stated that once the TIF district is established, any of the taxing bodies can go to the annual meeting and ask for some type of infrastructure needs, and the County can say we need sidewalks repaired or the Courthouse tuck pointed. A public hearing for the TIF District is scheduled for Tuesday, August 27th, 2013 at 6:30 pm at Hillsboro City Hall.

3. **Planning Commission Meeting -Update:** Beeler reported the following:
 1. Next meeting is scheduled for Thursday, September 12th at 5:30 p.m. at the Annex Conference room. U of I Extension Economic Development Educator Casey and new MCEDEC Director Wagahoff will also attend.
 2. The land use topic was covered at a previous meeting. The topic will be "Infrastructure" for the September meeting.
 3. Andy Ritchie's appointment to the Planning Commission is County approved and Planning Commission Chairman Ed Banovic would like for Ritchie to continue on the Planning Commission. The Committee will review the by-laws to see if another person from the City of Litchfield should be appointed.
4. **Intergovernmental Agreement for Temporary Use of Montgomery County's Mapping Equipment -Approval:** Beeler reported the committee reviewed and discussed the document completed by the City of Litchfield for the temporary use of the County's GIS mapping equipment. The committee approved the recommendation of the Intergovernmental agreement for temporary use of Montgomery County's mapping equipment to the City of Litchfield for the purpose of mapping infrastructure such as water lines, sewer lines, fire hydrants. **Motion by Beeler, second by Hampton+Knodle to Approve the Intergovernmental Agreement for Temporary Use of Montgomery County's Mapping Equipment. All in favor, motion carried. (See Resolution Book 13, pages 162-164).**
5. **Workforce Investment Board -Update:** Hampton+Knodle reported we need a new individual member to the WIB Board and have five other people to consider so far, plus she welcomes any suggestions.
6. **Other Business:** Beeler reported that the Montgomery County Water Company will be starting work on Phase 5, and those interested should see Coordinator Daniels for maps.

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

Ambulance Call Reports:

A summary of monthly operations for **June 2013** is as follows:

Total calls: 344 Total amount billed: \$211,853.50 Amount collected: \$84,655.35

A summary of monthly operations for **July 2013** is as follows:

Total calls: 341 Total amount billed: \$193,974.80 Amount collected: \$121,583.35

AMBULANCE REPORT:

Collections: New System: \$121,354.31, Old System \$299.04. **Total: \$121,583.35**

EMA:

1. **Safety Meeting for Courts Complex-Update:** Savage reported this topic was discussed in the Building and Grounds report and additional information will be presented in the Finance Committee report.
2. **Hazardous Mitigation Planning Meeting -Update:** Savage reported there is a Hazardous Mitigation Planning meeting set for Tuesday, October 1st at 7:00 pm, and these meetings are to be held annually to make updates to the plan and to qualify for grants if there was some type of disaster.

3. **County Emergency Operation Plan -Update:** Savage reported that the County Emergency Operating Plan has been revised and approved. Savage thanked Director Holmes for the Emergency Operation Plan CDs on members' desks.
4. **Emergency Notification System -Update:** Savage reported that the Sheriff's Department has been working on a County-wide Emergency Notification System. Hertel suggested that CrimeStoppers come to the next Finance Committee meeting to see if they will help pay for the system for the first year.

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

1. **Communication Tower Antenna at Cress Hill -Update:** Gasparich stated that as was discussed earlier in the Building and Grounds Committee report, we have communication problems in the County especially up in the Panhandle area and he is glad the County is looking into the lease or purchase of the existing tower at Cress Hill. Gasparich also stated that if we can't communicate with another group on the scene, it can be a life-threatening circumstance.
2. **GIS Work Group Report -Update:** Gasparich reported that member Beeler and the GIS Work Group met and information was collected on how the current GIS system is used, what is lacking and how it could be used. Gasparich asked Beeler to give a report to the full board, which she reviewed. (See Resolution Book 13, page 165). Beeler stated that the committee discussed near-term and long term plans and that the Group reviewed the cost structure that was presented by Bruce Harris Associates for an online system, with two options for hosting the information on the website, which could be hosted by either BHA or the County. We can improve GIS services with the website, but the #1 priority is a new county flyover. Beeler has asked GIS Coordinator Purcell to get several bids and options for a flyover and the next meeting will focus on bids. Martin asked if this is used mostly for emergency purposes and Beeler replied that realtors also use it for identifying parcels and property boundary lines, and also includes tax data. Beeler is checking with other counties to see how they utilize the on-line GIS system and if it cuts down on the number of phone calls and walk-ins to those county offices. Beeler stated the web-based system is the second priority on the list and that it is not worth pursuing now without a new flyover first.
3. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report -Update:** Gasparich stated that the committee reviewed the reports from Treasurer Jenkins and a coal tonnage report from County Clerk Leitheiser. Hampton+Knodle stated the Cash in Bank General Fund is roughly \$750,000 shorter than last year. Gasparich stated the County is relying on coal money.
4. **Discuss Truth in Taxation -Update:** Gasparich reported we won't go over the 5% so there will be no need for a Truth in Taxation hearing.
5. **Estimated Costs of Sheriff's Vehicle Replacement -Approval:** Gasparich reported that Undersheriff Robbins shared a report that showed the number of vehicles that are 80,000 miles and above and estimated costs to replace the five vehicles. (See Resolution Book 13, 166). The vehicle maintenance line item could then be reduced by about \$10,000 if these five vehicles were purchased. The Sheriff's budget surplus this year of \$140,000 to \$160,000 will be used to make the purchase. The two proposed Ford Explorers are for the investigators, and the proposed Chevrolet Tahoe is the only true police vehicle. Gasparich stated we have to provide services by getting the deputies out there, we have to look forward and spend this in this fiscal year and he doesn't see we have a choice to wait because we are not sure where we will be at this time next year. Bishop asked why Dodge Chargers aren't used and Robbins replied those vehicles are low clearance vehicles and are not recommended for the safety of deputies. Graden expressed that he thinks the trade-in values are low on the Expedition and Explorer. Beeler stated that she is not opposed to the purchase but explained that this "surplus money" doesn't exist as extra funds, and this is coal money we are borrowing. Beeler stated money will have to be transferred from the Coal account to the General Fund for this purchase. Plunkett stated that he doesn't have a problem with purchasing the vehicles either, but this money was put in the budget last year and was taken out and it is not good practice to put money in the budget, take it out, and then spend it anyway in the same fiscal year. Plunkett stated that instead, he believes we should put money

in next year's budget for the vehicle purchase. Ronen asked if we could sell the current vehicles outright and gain more revenue back. Gasparich stated he wants to keep two of the lower mileage vehicles in a pool for County representatives to drive (at 25 cents per mile instead of 55 cents per mile) and stated that the Tahoes may not be available next year, plus we are in a position to purchase them now. Moore asked if it is cheaper to purchase squad cars instead of SUV four-wheel drive vehicles and Gasparich stated that Chevrolet is giving a 100,000 mile warranty now on Tahoes and these vehicles have the ability to hold up on County roads with less maintenance. Beeler asked if we could purchase three vehicles this year and two the next year. **Motion by Gasparich, second by Bathurst to purchase five new Sheriff's vehicles for an estimated cost of \$166,000 with trade-in value and with the purchase to be paid from coal money. ROLL CALL VOTE: Ayes – 12, Nays – 9. Those Voting Aye: Bathurst, Beck, Branum, Deabenderfer, Gasparich, Graden, Hampton+Knodle, Hertel, Martin, Robinson, Savage, Wendel. Those Voting Nay: Beeler, Bishop, Kuchar, Miles, Moore, Plunkett, Ronen, Sneed, Webb. Motion carried.**

6. **FY2014 Budget Hearings -Update**: Gasparich reported the Finance Committee spent 26 hours in budget hearings and appreciates the effort and discussions and believes we did a good job.
7. **Addition to Pre-Approved Vendor List -Approval**: Gasparich reported that Ameren Energy Marketing was added to the Pre-approved vendor list. **Motion by Gasparich, second by Miles to Add the Ameren Energy Marketing account to the Pre-approved vendor list. All in favor, motion carried. (See Resolution Book 13, pages 167-168).**
8. **Resolution to Convey Deed for County Trustee Parcel #16-13-376-008 in Hillsboro Township - Approval**: Gasparich reported the committee approved and recommends the Resolution to convey the deed for County Trustee Parcel #16-13-376-008 in Hillsboro Township. **Motion by Gasparich, second by Branum to Approve the Resolution to convey the deed for County Trustee Parcel #16-13-376-008 in Hillsboro Township. All in favor, motion carried. (See Resolution Book 13, page 169).**
9. **Copy Machines -Updates**: Gasparich reported that Tom Day representative Dale Smith has been contacting county offices to finalize their contracts, and the committee reviewed a spreadsheet showing the savings for all the offices after the cost-per-copy examination spearheaded by member Megan Beeler was done, which amounted to \$6227.00. **(See Resolution Book 13, pages 170-171).**
10. **Cell Phone Billing -Update**: Gasparich reported that this transition should take place for the July billing cycle.
11. **Postal Meters -Approval**: Gasparich reported that on Monday 8/12/13, the Committee discussed two proposals for two new postage meters sent by Walz and Midwest Mailing for two postal meters with comparison of either a 48 or a 60 month lease. Pitney Bowes was contacted for a bid, but they did not respond. The State's Attorney's Office needs to review the two proposals. **Motion by Gasparich, second by Beeler to approve the 60 month lease with Walz for \$480.84 per month for the two new postage meters pending review and recommendation from the State's Attorney's Office. All in favor, motion carried.**
12. **Security Improvements Courts Complex**: Was discussed earlier in Building & Grounds report.
13. **Executive Session to Discuss Personnel -Approval**: Took place at the end of Full board meeting.
14. **Executive Session to Discuss Severance/Buyout Package -Approval**: Took place at the end of Full board meeting.

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

1. **Amend the County Food Ordinance regarding Inspections -Update**: Beck deferred to Cyndy Howard from the Health Department who presented changes to the County Food Ordinance. Howard stated that the Inspection sheet is changed in the proposed ordinance due to an annual \$2,500 Federal grant recently received by the Health Department, which requires it to be changed. She stated that the State will soon be changing their grant also to require a change to the inspection sheet. Howard also reported that there will be a grading scale in the proposed amended Food Ordinance. She explained the frequency of inspections to food establishments to members, stating that high risk facilities are

inspected three times a year and consist of schools, hospitals and nursing homes; Medium risk facilities are restaurants which have to be inspected once a year; and low risk facilities only serve beverages, have no food preparation and have to be inspected every other year. Howard stated there are about 200 facilities in the County to be inspected and that the grading requirement is not part of the federal grant and we would be the first county in Illinois to have the grading scale. She explained that the scale uses a point system which comes from the evaluation on the inspection sheet and that the inspection sheet has to be enforced through the Ordinance at the County level. She said that the State will be changing to this kind of inspection sheet as well and hopefully in the future the inspection sheets will be put the county website since they are public record. Other counties have gone with a web based inspection reporting system. Howard explained that the ordinance will require the facility to post the grading sheet at the facility in an area designated by the Health Department Inspector, and it cannot be removed or the establishment will lose their permit. Howard also reported that the \$10 food permit fee is waived where there is no monetary gain and gave the example of when snacks are served at a local blood drive. County Health Department Administrator Satterlee stated that the grading scale is not a new code that the facilities will have to follow, just a different way to look at it with an A, B, and C rating. By posting the rating, the public will know if the facility has met the Health Department criteria and also gives the restaurant an incentive to clean up. Plunkett stated he is opposed to posting the grade and stated that he trusts that the Health Department is inspecting and shutting businesses down with the present system. He asked if this is a new process and if we have looked at other counties' practices. Howard stated that she has resided in California where this system is in place, and that she feels that posting the grade is important because it will allow the public to make choices about where to eat, more facilities will comply, and it will stop repeat offenders. She said it will also stop FOIA requests for inspection notices since the public has the right to know. Hampton+Knodle stated that FOIA requests can be prevented if the inspections are posted to the county website, since they are public records. Howard stated that the County Health Department Board, the Illinois Department of Health, and State's Attorney's office, and the County HWE Committee have approved the amendments to the ordinance, and the County Board vote is the final vote to approve this amended ordinance which would be effective on January 1st, 2014. Board members will review the proposed amended ordinance for one month.

2. **Elections -Update:** Beck reported that County Clerk Leitheiser reported that the Governor signed the Elections Omnibus Bill which will require implementation of online voter registration starting in July 2014, and she also reported that she has obtained a small grant to help with ADA needs (door locks, signage) of the Historic Courthouse basement Early Voting Room. Leitheiser also informed members that the new Election Law that will allow 17 year olds to register to vote at the March General Primary Election when they will be age 18 by the November General Election will not go into effect until January 1st, 2014, and the Illinois State Board of Elections has determined that the 17 year old voters will be eligible for the full Ballot, so no additional ballot styles will be necessary for those voters to only be eligible to nominate candidates. Leitheiser also reported that her office staff has completed scanning and posting Election Canvasses for all Montgomery County Elections from 1980 to current to the county website utilizing existing county equipment at no additional cost to the county.
3. **Recycling Program and Events -Update:** Beck reported that the Electronic Recycling day will be announced at a later date and stated that the Recycling facility doesn't have space to store items ahead of time.
4. **EPA Report -Update:** Beck reported that EPA Inspector Gonet shared his quarterly inspection reports and stated that there was a recent tire collection for townships and municipalities.
5. **Animal Control Facility and Program -Update:**
 - Beck stated that the Free Roaming cat room is complete.
 - **Friends of MCAC Volunteer Group:** Beck stated the group is having a float and a raffle at Old Settlers and is working to get the animals rescued and transporting. The committee discussed reimbursing volunteers for mileage and crate fees until the volunteer group can raise money. Beck explained the costs for a transport that happened this past Sunday where three

dogs including one dog that weighed over 120 pounds went to Knox County. The total county cost to euthanize and dispose of these three dogs would have been about \$290.00. The mileage reimbursement of \$.27 per mile to volunteers who went to Knox County was \$96.00, so it is more cost effective for the county to send the animals to a rescue than to euthanize them. Kuchar asked why we are paying mileage to volunteers now when we haven't done so in the past and Hertel replied the last volunteer group chose not to be affiliated with Animal Control but the new group wishes to do so and they need time to raise funds for transporting animals to rescues. He said paying volunteers' mileage has been approved by the State's Attorney's office and will not continue forever. Miles asked how many months the county will be paying mileage for this purpose, and Hertel stated that this reimbursement will continue possibly through September. Graden complimented the new support group's flyers, which will be distributed to help raise awareness and funds for future transport costs. Beeler asked what line item will show this mileage reimbursement, and Treasurer Jenkins stated the travel line item currently will not show the cost for volunteer gas. Hertel stated a new line item can be created so that these costs can be tracked in the budget.

- **Labor Hall volunteers to paint Animal Control office:** Beck thanked the Laborers Union and the Painters Union and other volunteers for their work at the facility and stated there is now new paint and cabinets installed there.

6. **Tour of Animal Control Facility -Update:** Tour of the facility was held for Board members after this Full Board meeting on August 13, 2013.

PERSONNEL COMMITTEE REPORT: Given by Vice Chairman Joe Gasparich as follows:

1. **Worker Wellness Program Committee -Update:** Gasparich reported several employees are interested in serving on the Wellness Committee. The next wellness meeting will be held on August 29th, 2013 at 3:00 pm with Consociate Dansig representatives in attendance.
2. **Customer Service Training -Update:**
 - **U of I Extension** – Gasparich reported U of I Extension representative Casey presented information regarding customer service training that will be offered by the U of I Extension office. A memo was sent to the Office Holders to review the training materials and respond back with the number of employees that will participate.
3. **SOA / EMA / State's Attorney - Union Local #397 -Update:** Gasparich reported that the committee reviewed and discussed the available mediation dates of August 22 and 23 which is also Old Settlers Days. Betsy Wilson will contact Union rep. Traylor to see if there are any other dates in August or September that are available.
4. **Circuit Clerk's - Union Local #148 -Update:** Gasparich reported that the committee was informed by Union rep. Sweet that the bargaining unit unanimously rejected the County's final contract offer. The committee will discuss mediation dates.
5. **FOP Union Negotiations -Update:** Bathurst reported that Chairman Hertel sent a letter to the business agent advising him to schedule a meeting in August to discuss proposals. Gasparich stated the meeting will probably be held in September.
6. **Union Negotiations with Recycling Local 773 -Update:** Bathurst reported that Chairman Hertel has sent a letter to the business agent asking him to schedule a meeting in September to discuss proposals.

ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Gene Miles as follows:

1. **Red Ball Trail -Update:** Miles reported that he has met with the State's Attorney's Office to draft a letter to the contractor who worked on the Red Ball Trail. Engineer Smith reported that the letter is ready to be mailed.
2. **Raymond Township Bridge -Update:** Miles stated he drove over and the bridge is complete and looks good.

3. **Irving North County Bridge -Update:** Miles stated that Engineer Smith reported that the plans are near completion and that they are working on the right of way documents, and said that Smith stated the project should be completed before harvest season, weather permitting.
4. **Striping of County Roads -Update:** Miles stated that Engineer Smith has checked with Christian County for pricing to stripe county roads. Miles stated this is very expensive and that we are still deciding which roads to prioritize, and said there have been some complaints about some county roads and they will pursue striping those first. Hampton+Knodle asked if there is an accident record or a priority list to use to select roads. Smith stated he has never looked at accident reports because with traffic patterns and weather conditions it is hard to determine. Graden suggested looking at the volume of traffic.
5. **Road and Bridge Tour -Update:** Miles reported that Engineer Smith will take committee members on a tour of the County Road and Bridges after the September committee meeting. The Full Board will tour the Highway Department and look at their equipment after their October board meeting.
6. **Old Tractors Out for Bid:** Miles said Engineer Smith reported the old tractors are ready for sell and will advertise for bid soon.

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

ANNOUNCEMENTS: Chairman Hertel announced that members going to the Animal Control Facility Tour after today's meeting should carpool due to their small parking lot.

SCHEDULE CHANGES: Chairman Hertel announced the following:

1. **Building & Grounds Committee meeting Time changed from 8:30 a.m. to 1:00 p.m. for September, October, November and December 2013.**
2. **Next Regular EMA/Ambulance Committee Meeting Date Change and Time to Tuesday, August 27th at 8:30 a.m.**
3. **Special Personnel Committee Mediation on Thursday, September 12th at 4:00 p.m. with SOA/EMA/State's Attorney Union Local #397.**
4. **R&B Committee will tour County Road and Bridges after the September committee meeting.**
5. **The full board will tour the Highway Department after their October board meeting.**

APPOINTMENTS: None

PUBLIC COMMENTS: Chairman Hertel gave permission for citizen Bill Schroeder to speak after he received his public comment card. Schroeder asked if Hurst-Rosche is on the Pre-approved Vendor List and if there are any other engineering/architectural firms on the list. He asked if all other county business is put out for bids; in the interest of saving money why not solicit other firms for engineering and/or architectural services. Leitheiser explained to Schroeder the difference between the Pre-approved Vendor List for paying bills to vendors frequently used and the Business Vendor List for county work that is needed. Hertel stated that no architectural or engineering firms are on the list since this type of work is considered a professional service. He stated we have also used another firm, McDonough/Whitlow for engineering services for county business. Kuchar asked whose decision is it to use certain engineers and stated professional services should include other companies. Plunkett stated that professional services are not required to be awarded to the lowest bidder, and the county courthouse projects must have a firm that offers both architectural and engineering services and not many firms meet these criteria. Engineer Smith stated that between 10 and 15 different engineering firms have been used for Highway projects throughout the years, and IDOT has strict guidelines for selecting engineers, which is an involved process. He further stated that it was illegal to take bids on engineering projects. Sneed encouraged the board to remember the county's positive affiliation with Hurst-Rosche, and stated that he believes that Hurst-Rosche has the county's best interest at heart and everything will be fine in relationship to the HVAC system design at the Courthouse Complex.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Ronen, second by Deabenderfer 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. **Approval to Pay Any Invoices from A&D Electrical Supply:** Motion by Kuchar, second by Martin to pay any invoices for A&D Electrical Supply. Voice Vote: In favor – 20, Against – 0, Absent – 0, Abstain -1 (Ronen). Motion carried.
3. **Motion by Sneed, 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 2013.**

Executive Session: For the purpose of discussing Personnel Issues, Salary Increases and Opening Executive Session Minutes:

Motion by Bathurst, second by Branum to go into Executive Session. All in favor, motion carried. TIME: 10:50 a.m.

Motion by Graden, second by Moore to come out of Executive Session. All in favor, motion carried. TIME: 11:15 a.m.

Motion by Graden, second by Moore to approve Opening, Forever Sealing, and Reviewing in Six Months Executive Session Minutes. All in favor, motion carried. Those minutes approved to be opened were:

H.W.E. Committee	02/09/12	X	Potential Litigation - Leitschuh vs. IL Dept. of Labor re: Prevailing Wage
Finance Committee	02/13/12	X	Salary Structure & Job Descriptions for SOA & County Clerk Offices
Personnel Committee	02/23/12	X	Union Negotiations at Regular Committee Meeting with Local 773-Sheriff
Personnel Committee	03/29/12	X	Union Negotiations at Regular Committee Meeting with Local 773-Sheriff
Full Board Meeting	05/08/12	X	Union Negotiations with Local Laborers #773-Sheriff
Personnel Committee	06/28/12	X	Union Negotiations at Regular Committee Meeting with Local 773-Sheriff
Full Board Meeting	08/14/12	X	Union Negotiations with Local Laborers #773-Sheriff
B & G Committee	09/07/12	X	Possible Litigation with Korte-Luitjohan re: change orders
B & G Committee	10/05/12	X	Possible Litigation with Korte-Luitjohan re: change orders
B & G Committee	10/12/12	X	Possible Litigation with Korte-Luitjohan re: change orders
Personnel Committee	10/25/12	X	Job Study with Ron Duncan, U of I Extension
Full Board Meeting	11/13/12	X	Sheriff's Local Laborers #773 Contract/ Local #397 Contracts - SOA, EMA & State's Atty

Motion by Gasparich, second by Plunkett to approve the FY 2014 Salary increases: \$613 per year for non-union, general fund, non-exempt full-time employees and \$984 for non-union, general fund, exempt full-time employees. Voice vote: No (Hampton+Knodle). Motion carried.

Motion by Gasparich, second by Robinson to approve a voluntary buyout/severance package to be offered for employees at age 55 or older with county service of 8 years or more. All in favor, motion carried. Treasurer Jenkins stated that he didn't think a perimeter should be put on the age for insurance coverage. An insurance stipulation was not in the package at the last time it was offered.

ADJOURN: Until the Full Board Meeting on Tuesday, September 10th, 2013 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Robinson, second by Bathurst to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 11:20 a.m. Minutes respectfully submitted and recorded by Montgomery County Clerk and Recorder Sandy Leitheiser.

Montgomery County Board

Minutes

For Tuesday, September 10th, 2013 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, September 10th, 2013 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 given by Heather Hampton+Knodle.

Mileage and Per Diem Approval: Motion by Graden, second by Miles to approve the mileage and per diem. All in favor, motion carried.

Approval of Minutes of Previous County Board Meeting:

Motion by Bishop, second by Gasparich to approve the Minutes of the Previous County Board Meeting held on Tuesday, August 13th, 2013. All in favor, motion carried.

CONSENT AGENDA:

1. **Chief Assessment Officer's Report** – was present for questions.
2. **Circuit Clerk's Report** – 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 stated the Health Department Report was not completed in time for the meeting this month, but the report will be completed by next month's meeting and submitted then.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – was submitted.
10. **T.B. Department Report** – Sally Adams was present for questions.
11. **V.A.C. Report** – was submitted.

APPROVAL OF 10 ITEMS ON THE CONSENT AGENDA: Motion by Ronen, second by Wendel to approve the 10 items on the Consent Agenda. All in favor, motion carried.

LIAISON REPORTS: **CEFS** – Robinson reported Dennis Shiley has been hired as the new CEFS CIPT Director and he began duties on September 9th. **IL Assoc. of Co. Board Officials** – this group meets again in November. **MCEDC** – Ronen reported that the next meeting is Thursday, September 12th. **MCWC** – Branum reported MCWC is working on right-of-ways on Phase 5. **Planning Commission** – Beeler reported the date of Sept. 12th, 2013 has been set for the next meeting. **Senior Citizens Board** – Bishop invited Board members to a Senior Citizens Soup & Chili fundraiser on Sunday, October 20th. **U of I** – Graden reported the October 10th meeting will be in Hillsboro. **VAC** – Sneed reported Dave Strowmatt hired a new clerk. **Workforce Investment Board** – Hampton+Knodle stated a new appointee will be submitted for board approval later at today's meeting.

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 stated that this report is included in Board packets.

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

1. **Amended County Food Service Sanitation Ordinance regarding Inspections for Montgomery County Health Department-Resolution/Ordinance #2013-05 -Approval:** Beck deferred to Health Department Administrator Hugh Satterlee, who stated that members received a copy of the Ordinance and stated he was available for questions from the Board. He stated members of the Health Department Board of Directors were unable to attend today, but informed members that they voted to support the Ordinance as was attested by Health Department County Board liaison Jay Martin. Satterlee stated that a public meeting was held at the Health Department on September 4th which was attended by eight county restaurant owners or their representatives as well as members of the public. The meeting included a presentation about the amended ordinance and questions were answered as well. Satterlee stated that the County Health Department is not changing what we are asking the establishments to do, just adding the "A, B, C" grading system and display. Satterlee stated that if this ordinance were in place today, 12 out of 200 establishments would not have an A rating, with 1 at a C rating and 11 at a B rating. He stated he has received zero emails or phone calls about the Ordinance. Satterlee said there are standards and laws that food establishments have to meet, and these standards haven't changed. As for the "A,B,C" grading system, Satterlee stated the establishment will have the grade posted at a location designated by the Health Department inspector until the next inspection, and he doesn't have a problem with going back and inspecting again in a month. Satterlee stated we want facilities to pass inspection and we don't mind working with them to help them accomplish this, and he said this is a tool to help them along. Bathurst asked if there were dates on the "A, B, and C" sheets and Satterlee replied there were none but dates can be added later since these sheets are not a part of the Ordinance. Webb asked if the words Satisfactory, Needs Improvement, and Unsatisfactory are included on the "A, B, C" sheets and Satterlee stated that terminology has been removed, and now the "A, B, C" sheets only have the number scores. Satterlee informed members that the scoring system is as follows: 91-100- A, 81-90- B, and 71-80- C. Moore asked if this Ordinance will also cover hospitals, schools and nursing homes and Satterlee stated affirmatively and that one nursing home has a B rating at the present time. Moore asked what we are gaining by posting a letter grade, and stated that he trusts the Health Department to inspect everything. Satterlee stated the letter grade system would give the public confidence that the facility is in compliance and an incentive to businesses to make an effort to stay in compliance. Moore stated he believes a letter grade would be over-regulating the business. Beeler stated she would like a Pass or Fail grade, and said she is not sure what good the grading system will bring to the general public. Beeler stated no one is going to know the grading system or will understand about the infractions. Beeler asked if the County has to have letter grades and Satterlee stated that we do not, since the State of Illinois does not require it. He said that two other counties in Illinois have a letter grade system as part of their Ordinance. Kuchar asked how many inspectors the Health Department has, and Satterlee replied there are two inspectors on staff. Hampton+Knodle stated she appreciates the priority for public safety, but as chair of the Economic Development Committee she has asked for feedback from one hospital, four restaurants and sixteen people, and all except one said no to the grading system, and that the location of posting the grade at the entrance to the facility is a concern. Hampton+Knodle also said that from feedback she has received, only the actual inspection sheets should be posted at the business at an undetermined location and on our website. She wondered about what methods were used to encourage compliance with the establishment who currently would be at the C grade level, and stated that reputations can take months to repair. She was also curious about implementing fines where a pool of funds could be created to help businesses to comply by providing matching funds, and also mentioned the county Revolving Loan Fund. Satterlee stated the business with a C is a chronic offender and will not comply with the current ordinance structure. He said he believes this business will still have the same customer base if the C grade is posted. If the

business gets a C grade four times, the Health Department can close the business. Bathurst asked if we need the “A,B,C” grading system to close this business down and Satterlee replied we do not. Satterlee also commented that if just the inspection sheets are posted, customers won’t be able to read them because the print is too small. Deabenderfer said he doesn’t want to see the County Board get so involved, and if the Health Department wants the grading system then he is for it. Gasparich stated some business people he talked to didn’t know about this ordinance, and asked for another month before voting on this amended Ordinance. Hertel stated that Satterlee and Health Department Food Inspector Cyndy Howard plan to go out to all businesses prior to the Ordinance’s January 2014 implementation date and educate facilities about the scoring process and letter grade’s display requirements. They would then return to the businesses starting in January and officially inspect the premises. Hertel stated if we delay the vote for another month, there may not be time for this education and transition process. Hampton+Knodle asked if the implementation date could be changed to March 1st instead of January 1st and Hertel replied affirmatively. She stated if we defer for another month, each affected food facility or business could be notified by a letter or postcard and not just a general news release. Satterlee restated that the Health Department is not training businesses on something new that they are required to do, just implementing the Ordinance. He asked why we would notify each business or facility in advance of passing the Ordinance, since we don’t do this for every other County Ordinance that is passed. Bathurst agreed with Deabenderfer to accept the Health Department and Health Board’s request. She also stated restaurants would be happy to display an A and Robinson agreed. **Motion by Bathurst, second by Graden to Approve the Amended County Food Ordinance regarding Inspections.** Hertel asked for further discussion, and Beeler reported she asked her constituents through social media for feedback and she heard back from a dozen, and the majority of input she received didn’t care about the grades. Beeler stated that one business asked about the consequences if they slip up and get a B. Hampton+Knodle stated that displaying a poor letter grade for 30 days could do damage to a food establishment’s reputation. Satterlee reported that eight different businesses were chosen from areas throughout the County to attend the public hearing. Beeler asked if the Open Meetings Act was followed and Hertel stated that 48 hours’ notice was given of the meeting, and the press release was published a week before. Hampton+Knodle asked how many incidents of food borne illnesses have been attributed to County businesses and Satterlee replied we have not had an incident in the past 11 years. Sneed reported that in the Building Trades business we go by codes and there are times when things are overlooked, and if we would have to wait 30 days to be re-inspected, this would not be good. He also stated the tone of the inspector is very important as this could hurt small business owners. Satterlee stated if one of his inspectors has a negative tone, and is out to get someone, they would be looking for a new job, and he has two good employees who have this responsibility now. Martin asked if members are hung up on the A,B,C grading system, can we strike that part of the Ordinance. Hertel replied we can’t amend the ordinance at this point, stated that a motion is on the table and called for the vote. **ROLL CALL VOTE: Ayes – 12, Nays – 9. Those Voting Aye: Bathurst, Beck, Bishop, Branum, Deabenderfer, Graden, Hertel, Robinson, Savage, Sneed, Webb, Wendel. Those Voting Nay: Beeler, Gasparich, Hampton+Knodle, Kuchar, Martin, Miles, Moore, Plunkett, Ronen. Motion carried. (For copy of Resolution, see Resolution Book 13, pages 172-180.)**

ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Gene Miles as follows:

1. **Red Ball Trail -Update:** Miles reported that Assistant State’s Attorney Betsy Wilson sent out a letter to the contractor and we have not heard a response yet.
2. **Sales of Used Tractors -Approval:** Miles reported that four bids were received for the two used John Deere Tractors. The highest bid was for \$19,151 and the buyer only wanted one tractor. The second highest bid was for \$18,150 and that buyer got the second choice of the two tractors. The third bid was for \$17,855 and the fourth was for \$16,900. **Motion by Miles, second by Beck to Approve Selling the Two Tractors to the Highest Bidders for a total cost of \$37,301. All in favor, motion carried.**
3. **Resolution #2013-17: Resolution to appropriate funds for 10-00136-00-BR, CH-5-Irving North Road, 100% County Project Irving North Bridge -Approval:** Miles reported that IDOT is

reviewing the plans and hopes to have them from IDOT in the next week. **Motion by Miles, second by Hampton+Knodle to Approve Resolution #2013-17: Resolution to appropriate funds for 10-00136-00-BR, CH-5-Irving North Road, 100% County Project Irving North Bridge. All in favor, motion carried. (See Resolution Book 13, pages 181-182).**

4. **Irving North Bridge -Approval:** Miles reported we hope to get started on this project in the next 30 days and the amended paperwork was received from IDOT yesterday. Hampton+Knodle asked if IDOT has approved this project, and Hertel stated the motion is to help expedite this process without the Full Board voting on the process. When the bids come back, the committee can okay it to move forward. **Motion by Miles, second by Branum to advertise for bids on the material and the sub work if needed and that the R & B Committee is allowed to award the bid on the Irving North Bridge project. All in favor, motion carried.**
5. **Resolution #2013-16: Resolution #2013-16 amends Resolution #2012-11 For 1102 B-CA, CH-7-Nokomis Road, 100% County Project -Approval:** This Resolution was passed last year and the estimate was about \$38,000. The project came in at \$42,893.93 so the former Resolution needs to be amended with the correct amount. **Motion by Miles, second by Gasparich to Approve Resolution #2013-16: Resolution #2013-16 amends Resolution #2012-11 For 1102 B-CA, CH-7-Nokomis Road, 100% County Project. All in favor, motion carried. (See Resolution Book 13, pages 183-184).**
6. **Guardrail West of Farmersville -Update:** Miles reported the guardrails were looked at during the tour of County roads and bridges. The committee discussed the unsafe conditions due to the current state of the damaged guardrails and will be working on solutions in the future.
7. **Striping Seal coated Roads -Update:** Miles reported this is a work in progress. The committee will continue this discussion at next month's meeting.
8. **Lighting Upgrades -Approval:** Miles reported that we received a quote from Lyerla Electric to replace light fixtures with energy efficient fixtures and lights. The total labor and material cost would be \$10,901. The Ameren incentives would be \$7,328.00 so the reduced installed cost would be \$3,573.00. With the savings, the payback would be 1.6 years. Committee discussed the annual bill savings of \$2,175 a year. The payback would be 1.6 years. **Motion by Miles, second by Kuchar to approve the bid from Lyerla Electric to replace the lights for \$10,901.00. Voice Vote: All in favor, with one member abstaining – Ronen. Motion carried.**
9. **Committee Tour -Update:** Committee members went on a short tour of some of the County Roads and Bridges after the last committee meeting.
10. **Other Business -Update:** Miles reported that Chairman Hertel stated the R & B committee needs to consider moving the Highway Department down to the County Farm property sometime in the future. Hertel stated we have tried to be a good neighbor but the Highway Department's operations needs to be out of the residential area of Hillsboro. Kuchar reported that the County Roads and Bridges tour was very enlightening, especially regarding county guardrails.

PERSONNEL COMMITTEE REPORT: Given by Chairman Mary Bathurst as follows:

1. **Worker Wellness Program Committee -Update:** Bathurst reported employees on the Wellness Committee met at 3:00 p.m. with Consociate Dansig who gave them guidance to offer a healthier lifestyle for an Employee Wellness Program. Undersheriff Rick Robbins is talking with Fusion in Hillsboro and Snap Fitness in Litchfield about membership discounts. The next meeting will be on Thursday, September 12th at 3:15 pm.
2. **Customer Service Training -Update:** Bathurst reported Customer Service Training will be held on Tuesday, 10/22/13 in the morning from 9:00 am to Noon and Wednesday, 10/30/13 in the afternoon from 1:00 pm to 4:00 pm. Trainings will be held in the County Board Room. A signup sheet will go to all the county offices to have employees sign up for either the morning or afternoon session. Elected Officials are invited and Appointed Officials are encouraged to attend along with all of their staffs.
3. **SOA / EMA / State's Attorney - Union Local #397 -Update:** Bathurst reported the mediation date has been scheduled for Thursday, September 12th, 2013 at 4:00 pm for the Committee and then with the Union and Mediator at 4:30 pm.

4. **Circuit Clerk's - Union Local #148 -Update:** Bathurst reported the Mediation date was cancelled and needs to be rescheduled. She asked Personnel Committee members to stay after the Board meeting to set another date for Mediation.
5. **FOP Union Negotiations -Update:** Bathurst reported the Committee discussed setting the date of Monday, October 7th, 2013. The committee will meet at 5:30 pm and will meet with the Union at 6:00 pm. The FOP Union contract renews on December 1st, 2013.
6. **Recycling Local 773 Union Negotiations -Update:** Bathurst reported the Committee discussed setting the date of Thursday, October 10th, 2013 to begin negotiations. The committee will meet at 5:30 pm and will meet with the Union at 6:00 pm. This Union contract renews on December 1st, 2013.
7. **Personnel Committee Priority List -Update:** Bathurst reported the Priority list for the Personnel Committee includes completing the Job Study, finalizing Union Negotiations, updating the Personnel Manual and establishing the Wellness Committee.

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

1. **GIS Work Group Report -Update:** Gasparich reported that money was put in next year's budget for a flyover. Beeler reported she has received several estimates on a flyover and will pursue putting this project out for bid. The county is working with a company for a proposal on a web based system but information is still being gathered. Gasparich stated we need to do more research to spend money wisely, and that we want to get the best information for the lowest dollar amount.
2. **Award Bids for Sheriff's Vehicles -Approval:** Undersheriff Rick Robbins reported there were three separate bids and three different dealerships. He presented the bids to the Finance Committee to review and recommends the low bidders as follows.

	<u>Victory Lane Ford</u>	<u>Wright Automotive</u>
2014 Ford Expedition	\$32,232.75	\$22,362.75
Trade in 2010 Expedition	<u>10,000.00</u>	with trade in
Award bid to Victory Lane	\$22,232.75	
Two-2014 Ford Explorers	\$50,546.50	\$42,418.00
Trade in 2008 Explorer	<u>4,200.00</u>	with 2 trade ins
	\$43,646.50	2008 Crown Vic & 2008 Explorer

Victory Lane Ford Warranty is 3 years/36,000 miles and an additional 2 year/24,000 miles on powertrain only. Wright Automotive warranty is the same warranty above that is the standard warranty offered by Ford. Sheriff's Department recommends the low bid from Victory Land Ford for the 2014 Ford Expedition and recommends the low bid for the two 2014 Ford Explorers from Wright Automotive.

2013 Chevrolet Tahoe PPV Police Interceptor 4 X 4's. Roger Jennings bid: \$30,765.60 per unit. Total price for two units is \$61,531.20 plus any applicable license and title fees. There are no trade ins. Manufacture warranty of 3 year/36,000 mile bumper to bumper and the 5 year/100,000 mile power train warranty. The Sheriff's Department recommends the bid from Roger Jennings for the 2013 Chevrolet Tahoes in the amount of \$61,531.20. Robbins estimates that the 5 new vehicles and the cost to move equipment over from the old vehicles to the new vehicles will cost about \$159,000. There were two vehicles that were not on the trade in list and were to be held over for other employee use. One of the reserve vehicles was recently damaged in an accident involving a deer. The Insurance reimbursed the County \$7,700 for the damaged vehicle. Hampton+Knodle asked why there was only one Chevrolet bid, and Robbins confirmed that only one Chevrolet dealer participated in the bidding process. **Motion by Gasparich, second by Webb to purchase one 2014 Ford Expedition from Victory Lane Ford for \$22,232.75 which includes trade-in, quantity two 2014 Ford Explorers from Wright Automotive for \$42,418.00 which includes trade-in and two 2013 Chevrolet Tahoes for \$61,531.20 from Jennings with no trade-ins. All in favor, motion carried.**

3. **Communication Tower Antenna at Cress Hill -Update:** Gasparich reported Treasurer Jenkins is still looking into acquiring this tower and will begin negotiations after the Cervi Estate is finalized.

4. **Convey Deed of Private Property of Parcel #21-02-108-013 in East Fork Township -Update:** Gasparich reported he had EPA Inspector Gonet check out the two properties and he did not find any environmental problems. Per Gasparich, there needs to be some additional discussion on these two parcels, and we are not ready to act at this time.
5. **Convey Deed of Private Property of Parcel # 16-01-251-010 in the City of Hillsboro –Update:** Same as above.
6. **Estimate Tax Levy -Approval:** The Committee reviewed the Real Estate Tax Levy/Extension Summary Comparison report that was prepared by Treasurer Jenkins. Gasparich reported the FY2014 estimate Extension will be 4.9979% which is under the 5%, so there will not be a Public Hearing. The levy will be adopted in October. **Motion by Gasparich, second by Bathurst to approve the estimated tax levy extension of 4.9979% with a levy amount of \$4,918,382. All in favor, motion carried.**
7. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report -Update:** The Board was given the Monthly Coal Revenue report and graph prepared by Treasurer Jenkins. Gasparich reported that the August coal payment was \$193,000.
8. **FY2014 Budget -Update:** Gasparich reported the Salary Increases for non-union employees should be in the budget. The committee approved putting a “draft” of the Budget on the County Web Site as well as in the hallway on the first floor of the Historic Courthouse for 30 day display.
9. **Postal Machines Proposals -Approval:** Gasparich reported that the Committee reviewed the revised proposals for the postage machines. Administrator Chris Daniels reported that after reviewing last month’s bids it was discovered that the two companies did not bid on the same specifications of the equipment required by the County, so new proposals needed to be submitted for two Model IN700DS30 machines. Three proposals were received: Walz Company submitted a price of \$685.30 for a 48 month lease and \$627.44 for a 60 month lease; Midwest Mailing submitted a price of \$634.48 for a 48 month lease and \$581.71 for a 60 month lease; and Pitney Bowes submitted a 60 month lease of \$783.02 for a Series 2000 postage machine. **Motion by Gasparich, second by Ronen to accept the low bid from Midwest Mailing Solutions for two of the IN700DS30 Postage machines for a 60 month lease in the amount of \$581.71 per month. All in favor, motion carried.**
10. **Severance/Buyout Package -Approval:** Gasparich reported Treasurer Jenkins contacted our Insurance carrier ICRMT regarding the severance/buyout package. ICRMT Attorney Julie Bruch and Assistant State’s Attorney Wilson requested changes regarding the insurance offer in the severance package due to the new Health Care laws’ requirement that the age for health insurance be dropped down to 55 years of age instead of 59 years of age. Based on advice from Assistant State’s Attorney Wilson, all age requirements pertaining to health insurance coverage need to be dropped so if an employee is eligible for the early severance and they have been covered by the County’s insurance plan for at least 12 months, they are eligible to retain their insurance to age 65. Graden confirmed that if taken, employment would be severed by November, 30th, 2013. **Motion by Gasparich, second by Graden to approve the amended severance package with the provision to drop the age requirement on insurance of 59 years of age for the continuation of the insurance. All in favor, motion carried. (See Resolution Book 13, pages 185-196).**
11. **Finance Committee Priority List -Update:** Gasparich reported their first priority is to keep the County running and to put General Revenue Fund money in the bank.
12. **Addition to Pre-approved Vendor List -Approval:** Gasparich reported the Committee reviewed the revised Pre-approved vendor list that adds American Messaging, a pager company. **Motion by Gasparich, second by Beeler to approve adding American Messaging to the Pre-approved Vendor List. All in favor, motion carried. (See Resolution Book 13, pages 197-198).**

- 13. ROE Quarterly Report -Approval:** Gasparich reported the Committee reviewed and approved the recommendation to the full board of the Quarterly report submitted by Regional Office of Education Superintendent Marchelle Kassebaum. Kassebaum spoke to the Board and stated the school year is off to a good start, and her office staff is working on teacher and bus driver certifications, school compliance and unfunded mandates. They are also focusing on a possible consolidation of Panhandle and Morrisonville schools and are working with the County Clerk and State's Attorney offices. Kassebaum stated she will keep the Board updated. A public hearing about the potential consolidation will be held at Panhandle High School on October 22nd. It is anticipated that this school consolidation question will be on the ballot at the March 18, 2014 General Primary Election. **(See Resolution Book 13, pages 199-201). Motion by Gasparich, second by Bishop to approve the ROE Quarterly Report as submitted. All in favor, motion carried.**

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

Ambulance Call Reports: 285 calls in August.

AMBULANCE REPORT:

- 1. Collections -Update:** \$106,311.65
- 2. 5 Area Ambulance Budgets -Approval:** All five area ambulance budgets have been submitted to County Clerk Leitheiser. **Motion by Savage, second by Graden to Approve the 5 Area Ambulance Budgets. Voice Vote: Abstain – Webb. Motion carried.**

EMA:

- 1. Regional Meeting August 15th, 2013 -Update:** Savage reported that Director Holmes and staff continued their education at this recent meeting.
- 2. Hazardous Mitigation Meeting -Update:** Savage reported Director Holmes has letters ready to be mailed to 40 participants who previously served on the Hazardous Mitigation Planning Committee. The meeting is scheduled for Tuesday, October 1st at 7:00 p.m. and will be held at the Health Department.
- 3. Emergency Notification System -Update:** Savage reported that Crime Stoppers has agreed to pay for the Code Red system's first year cost (\$6,400 total) for county municipalities and the rural area with the exception of the City of Litchfield, who has their own system. Municipalities will be told they can use the system for the first year to try it out. Savage stated that per Rick Robbins, Crime Stoppers of Macoupin and Montgomery County will assist us in getting the Notification System which advises of bad weather and threats to citizens. Robbins will invite the president of Crime Stoppers to the next County Board meeting.
- 4. EMA/Ambulance Committee Priority List -Update:** The EMA committee priority list will be shared with the County Board when completed.
- 5. Other Business -Update:** Savage reported the committee discussed the Slurry Impoundment in front of the coal mine that is in the process of being permitted by IDNR and will be regulated by State and Federal law. Director Holmes has been asked to contact a Deer Run mine representative to meet with the Committee and provide a presentation on how they notify emergency services and citizens and to answer questions. Savage stated we will keep tabs on construction of the Slurry Impoundment throughout the process.

ECONOMIC DEVELOPMENT COMMITTEE REPORT:

Given by Chairman Heather

Hampton+Knodle as follows:

- 1. MCEDC -Update:** Hampton+Knodle reported that Executive Director Lindsay Wagahoff is doing an excellent job and she has had visits with municipalities and participated in some business retention meetings. She has several project leads and is making herself available to the community. Hampton+Knodle said there was a reception at Hillsboro Hospital on September 9th for Nancy Slepicka, who is leaving the county and her MCEDC employment as grant writer, and MCEDC will need to decide how to proceed with grant writing tasks. The Next MCEDC meeting will be Thursday, September 12th at 4:00 p.m. at the Annex Building. Hampton+Knodle reported The Economic Development Summit is held on a 3 year rotation and was last held two years ago; therefore it will be cancelled for this year and scheduled for the fall of 2014.

2. **Planning Commission -Update:** Hampton+Knodle reported the next meeting is scheduled for Thursday, September 12th at 5:30 p.m. at the Annex Building. The Infrastructure component of the Comprehensive Plan will be discussed among other topics.
3. **Economic Development Committee Priority List -Update:** Hampton+Knodle reported that the committee will be looking at several priorities, including investing Coal money in long term infrastructure, job creation and job retention. She gave her committee's priority list to Chairman Hertel.
4. **Workforce Investment Board Appointee –Approval at end of meeting:** Hampton+Knodle reported that Ken Nimmons is stepping down and the Committee discussed and approved to recommend the appointment of Jeff Howell, Operating Partner and Owner of All Precision Manufacturing in Coalton to serve as the County's Workforce Investment Board appointee.
5. **Revolving Loan Fund Board Nominees –Approval at end of meeting:** Hampton+Knodle reported the Committee discussed and approved the recommendation to appoint Mike Fleming of Litchfield and Patricia Clarke of First National Bank of Raymond to the MCEDC Revolving Fund Loan Board.
6. **Revolving Loan Fund Reports -Update:** RLF reports are in the packets for review. Moore asked if we have a loan in default and Hampton+Knodle replied affirmatively, that we have one in bankruptcy. Deabenderfer stated the bankruptcy has been in court for a year. Moore asked if we are secondary on that loan and Hertel replied affirmatively. Hampton+Knodle asked Wagahoff to provide current payment information and maturity dates on each of the loans.
7. **Revolving Loan Fund Action -Update:** There has been interest from a business regarding the RLF.
8. **EZ Mayors Meeting -Update:** Hampton+Knodle reported the next meeting will be held on October 2nd at 6:00 p.m. in the County Board Room of the Historic Courthouse. Members will receive a report on EZ abatements for past quarter. The Code Red Emergency Notification System will also be discussed and an update will be given on the Planning Commission. The Mayors' Welcome Packets will also be distributed. Hampton+Knodle stated we will ask all mayors or their designee to attend. She said we also welcome other discussion from the mayors such as sharing resources and intergovernmental issues.
9. **West Central Development Council HUD Community Development Block Grant -Update:** Hampton+Knodle reported the Comprehensive Economic Development Strategy Plan needs to be reviewed and we need to make sure Mr. Deabenderfer's changes from last year have been made to the document. Hampton+Knodle called West Central Development Council Director Mike Sherer to make some corrections to the support letter regarding the HUD Community Development Block Grant, and she is looking for the revisions from him soon. She stated that document needs to have Economic Development projects included.
10. **Clean Water Initiative Meeting -Update:** Hampton+Knodle reported on the Clean Water Initiative Meeting that will be held on Thursday, September 26th at 9 – 11 a.m. at LLCC in Litchfield.
11. **Executive Session to Discuss Property –Approval at end of meeting:**

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

1. **County Farm -Approval:** Sneed reported Jason Anderson addressed the committee with some statistics and reports for the 122 acres he rents at the County Farm. The average CRP rate in Montgomery County is about \$266.00 per acre. Anderson's current lease is for \$180.00 per acre. Three years prior that, the rental fee was \$108.00 per acre. The committee approved the lease for three years for \$240.00 per acre. Board Administrator Daniels stated that maps and production reports are available for review if needed. **Motion by Sneed, second by Deabenderfer to Approve the County Farm Lease with Jason Anderson for Three Years for \$240.00 per Acre. All in favor, motion carried.**

2. **HVAC at Courts Complex -Update:** Sneed reported on the new cooling system and controls at the Courthouse Complex. The bid documents from Dave Cover of Hurst-Rosche Engineers are almost complete. Cover stated that the project will be bid out on September 19th, 2013. The bids can be opened the day before the next Building and Grounds Committee meeting on Friday, October 4th, 2013. Hertel asked about new grants available for this type of work, and Ronen stated he has made contact regarding a grant.
3. **Maintenance Issues and Report -Update:** Sneed reported that the X-ray machine has been set up at the entrance of the Courthouse Complex. Sheriff Vazzi will provide training for employees on the machine. The device was tested and there are no radiation leaks, and it will be operating in the next couple of weeks.
4. **Remodel Basement Office for Early Voting -Update:** Sneed reported that contractor Tim Lipe is on track to get the room completed.
5. **Security Improvements at Courts Complex -Update:** Sneed reported on hardware for the Judges doors and the State's Attorney's Office door and ladders and cameras for security.
6. **Annex Building -Update:** Nothing to report.
7. **Building & Grounds Committee Priority List -Update:** Sneed reported that the Committee discussed the priorities of the HVAC system at the Courthouse Complex, tuck-pointing completion at the Historic Courthouse, new roofs for the Jail and Courthouse Complex and adding onto the Jail for female prisoners.

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

ANNOUNCEMENTS:

1. Chairman Hertel announced a Tour of Montgomery County Highway Department will be held October 8th after the Full Board meeting.

SCHEDULE CHANGES: Chairman Hertel announced the following:

1. Special Personnel Committee Mediation with SOA/EMA/State's Attorney Union Local #397 is Thursday, September 12th at 4:00 p.m. with committee and 4:30 with union. Will follow up email with Traylor.
2. Cancellation of Mediation meeting with Circuit Clerk Union Local #148 on September 11th.

APPOINTMENTS:

1. Motion by Webb, second by Beeler to Approve the Resolution Appointing Drainage Commissioner for Drainage District #1 of Harvel. All in favor, motion carried. (See Resolution Book 13, pages 202-203).
2. Motion by Webb, second by Beeler to Appoint Richard Lyons a 1 year term, Christopher Zimmerman a 2 year term, and Richard Uhrig a 3 year term to Drainage District #1 of Harvel. All in favor, motion carried. (See Resolution Book 13, pages 204-206).
3. Motion by Graden, second by Hampton+Knodle to Appoint Daniel Tester a 1 year term, Randall Singler a 2 year term, and John Speiser a 3 year term to Drainage District #1 of Irving, Witt, Nokomis and Rountree. All in favor, motion carried. (See Resolution Book 13, pages 207-209).
4. Motion by Kuchar, second by Beck to Appoint Patricia Clarke of FNB of Raymond and Mike Fleming of Litchfield National Bank to the MCEDC Revolving Loan Fund Board. All in favor, motion carried.
5. Motion by Gasparich, second by Martin to Appoint Jeff Howell of All Precision Manufacturing in Coalton to the Workforce Investment Board. All in favor, motion carried.

PUBLIC COMMENTS: None

PAY BILLS:

1. **Approval to Pay Any Invoices to Adams, PC or Books & Moore and to A&D Electrical Supply:** Motion by Bathurst, second by Wendel to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 19, Against – 0, Absent – 0, Abstain -2 (Moore), (Ronen). Motion carried.
2. **Motion by Bishop, second by Miles to pay all other approved bills. All in favor, motion carried.** For itemized listing of bills paid, refer to Accounts Payable Book for FY 2013.

Executive Session to discuss Personnel, Possible Litigation and Property -Approval:

- Motion by Ronen, second by Bishop to enter into Executive Session for the purpose of discussing Personnel, Possible Litigation and Property. All in favor, motion carried. TIME: 10:15 a.m.
- Motion by Martin, second by Graden to come out of Executive Session. All in favor, motion carried. Time: 11:05 a.m.
- Motion by Hampton+Knodle, second by Martin to amend their motion to approve and recommend extending a tax abatement to an existing business for a 5 year, 100% tax abatement on the County's Portion if the investment is \$2,000,000 or under and a 6 year tax abatement at 100% on the County's portion if the investment exceeds \$2,000,000. All in favor, motion carried.
- Motion by Hampton+Knodle, second by Gasparich to grant authority to Heather Hampton+Knodle, Roy Hertel and other county designees to meet with other taxing bodies impacted by this parcel's expansion and pursue tax abatements from those taxing bodies. All in favor, motion carried.

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

Meeting adjourned at 11:06 a.m. Minutes respectfully submitted and recorded by Montgomery County Clerk and Recorder Sandy Leitheiser.

Montgomery County Board

Minutes

For Tuesday, October 8th, 2013 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, October 8th, 2013 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 Mary Bathurst.

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 Bathurst, second by Bishop to approve the Minutes of the Previous County Board Meeting held on Tuesday, September 10th, 2013. All in favor, motion carried.

CONSENT AGENDA:

- 1. Chief Assessment Officer's Report** – Ray Durston was present for questions.
- 2. Circuit Clerk's Report** – Holly Lemons was present for questions.
- 3. County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions.
- 4. County Treasurer's Report** – Ron Jenkins was present for questions.
- 5. G.I.S. Coordinator's Report** – Mary Purcell was present for questions.
- 6. Health Department Report** – Hugh Satterlee was present for questions. Chairman Hertel thanked Satterlee for providing flu shots for employees today in the Historic Courthouse until 10:00 a.m. and tomorrow at the Courts Complex from 1:00 p.m. – 3:00 p.m.
- 7. Probation Officer's Report** – was submitted.
- 8. Public Defender's Report** – was submitted.
- 9. Sheriff's Report** – was submitted.
- 10. T.B. Department Report** – Sally Adams was present for questions.
- 11. V.A.C. Report** – Dave Strowmatt was present for questions.

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

LIAISON REPORTS: 911 Board - Chairman Hertel reported that a new member will be appointed at the end of this meeting. – Chairman Hertel reported that members Plunkett, Branum and himself attended the CEFS/CIPT lunch meeting at the U of I Extension regarding transportation. Robinson reported that CEFS/CIPT is working on new transportation routes in Montgomery County and she will know more information next week. Chairman Hertel reported that at the meeting CIPT would like to start a B-Line Route in Hillsboro and Litchfield in November which would be a regular route and other stops would feed into that route. He stated they are proposing this to bring up ridership. Hertel asked Robinson to invite CEFS to November Full Board meeting. **CIEDA** – Hampton+Knodle reported on an October meeting for project review. **IL Assoc. of Co. Board Officials** – Plunkett and Kuchar reported the next meeting will be held in November in Chicago. **MCEDC** – Ronen reported that the next meeting will be held on Tuesday, November 19th at 4:30 p.m. and that MCEDC should have a grant writer in place by November. **MCWC** – Branum had

nothing to report. **Planning Commission** – Beeler reported the next meeting will be held on Thursday, November 14th at 5:30 p.m. One of the topics discussed was the need to identify high risk traffic areas and the Commission will be discussing economic development and comprehensive plan goals at their next meeting. **UCCI** – Miles informed members of the UCCI dinner which will be held at Abraham Lincoln Museum in Springfield on October 18 with RSVP's due today. **Senior Citizens Board** –Bishop invited Board members to a Senior Citizens Soup & Chili fundraiser on Sunday, October 20th at the Senior Center in Taylor Springs. **U of I** – Graden reported the October 10th meeting will be in Hillsboro. **VAC** –Sneed reported VAC Superintendent Strowmatt hired a new clerk recently. **WCDC** – Wendel reported no meetings. **Health Department** – Martin reported that the next meeting will be held next week. Hertel recognized Litchfield Administrator Tonya Flannery who was in attendance.

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT:

COORDINATING COMMITTEE: Given by Chairman Roy Hertel as follows:

1. **CEFS Central Illinois Public Transit Monthly Progress Report -Update:** Chairman Hertel stated that the report was included in Board packets.
2. **Breast Cancer Awareness Month:** Chairman Hertel reported that he missed attending the recent county employee group picture published in a local newspaper where employees wore Breast Cancer Awareness Month T-shirts, and stated that the County Clerk's office can provide information to any Board members or other County employees who wish to participate and purchase the Breast Cancer Awareness Month T-shirts. Those employees who purchased t-shirts are wearing them each Friday in the month of October. County Clerk Leitheiser thanked all County Officeholders and employees for participating in this Awareness Month project.

ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Gene Miles as follows:

1. **Red Ball Trail –Update:** Miles reported a letter from the State's Attorney's office was recently sent to Moniger Construction regarding the problems with the Red Ball Trail and there has not been any response from them to date. He stated they need to respond within 10 days.
2. **Irving North Bridge Letting -Update:** Miles reported that the County Highway forces have ripped out the old Irving North Bridge. The Irving Bridge letting was held on Monday October 7th at 9:00 a.m. and Yamnitz & Associates was awarded the bid for \$43,804.97. Miles stated there were three bidders providing materials, which will total \$105,869.60. Miles stated no motion is needed as Board permission for the Road & Bridge Committee to approve the winning bid was given during the Full Board meeting on September 10th, 2013.
 - **Kinney Contractors - \$52,900.30**
 - **Plocher Construction - \$65,000.00**
 - **RCS - \$60,500.30**
 - **Yamnitz & Associates - \$43,804.97**
3. **West of Farmersville Guardrail –Update:** Miles reported the committee discussed removing the guardrail as it is more of a hazard than a benefit. Engineer Smith said he would like to get the guardrail removed by winter, and the committee approved to remove the guardrail as time permits. Miles stated the removal of guardrails will help farmers in moving equipment during harvest.
4. **Striping Seal coated Roads -Update:** Miles reported next year we are going to stripe a few sections of county roads to see how long the striping will last.
5. **2014 Meeting Dates -Approval:** Miles reported the committee reviewed and accepted the list of the 2014 Road & Bridge Committee Dates. **Motion by Miles, second by Branum to approve the 2014 Road & Bridge Committee Dates. All in favor, motion carried.**
6. **Road Damages Policy -Update:** Miles reported the North Road was damaged by a farmer's disc equipment and the County doesn't have a procedure in place to pursue funds to recoup the replacement costs. Committee members discussed developing a road damage policy, and Miles stated that if there is a police report, then we can bill the insurance. Assistant State's Attorney Wilson will research this

subject. Deabenderfer asked if there is a policy in place if farmers plow to close to the roadway. Miles stated he doesn't see this as a problem because most roadways have ditch areas. Engineer Smith stated he sees this occur more on township roads than county roads, and Deabenderfer stated the County often sets precedence for townships.

7. **Other Business:** Miles reported the committee decided to postpone the County Board tour of the Highway Department from after the October full board meeting to after the November full board meeting so that Highway Department forces can focus on the completion of the Irving Bridge Project.

PERSONNEL COMMITTEE REPORT: Given by Chairman Mary Bathurst:

1. **U of I Job Study -Update:** Bathurst reported we are waiting on more information from Job Study representative Duncan. Duncan submitted ADA requirement statements to be included in the County job descriptions and recommends that all departments follow a consistent format for the job descriptions. A lengthy discussion took place at committee on the revisions needed to the Job Summary documents to reflect the 35 hour week versus the 40 hour work week annual salary. Duncan stated that he can add a line for the positions that are a 35 hour work week. Kuchar asked about the outstanding balance the County owes the U of I Extension for Mr. Duncan's work on the Job Study. County Board Administrator Chris Daniels replied to date we have paid \$4,753 on the Job Study and his new invoice of \$18,246 has not been paid yet.
2. **Customer Service Training -Update:** Bathurst reported that Customer Service Trainings for County Employees are set up for October 22nd and October 30th. U of I Extension presenter Chris Casey emailed the itinerary for both days' sessions which was forwarded to all the offices in a memo stating that there are still open spots for the training opportunity. Twenty-three employees have signed up to date.
3. **SOA/EMA/State's Attorney - Union Local #397 -Update:** Mediation took place on Thursday, September 12, 2013. The Final wage offered was accepted and will be submitted to the full board for approval. Assistant State's Attorney Wilson reported that the Unfair Labor Practice complaint against the County was withdrawn and the County in turn withdrew our ULP complaint.
4. **Circuit Clerk's - Union Local #148 -Update:** A tentative agreement was reached from the Mediation meeting that was held on Tuesday, September 17th, 2013. The Union met and approved the final proposal.
5. **FOP Union Negotiations -Update:** A meeting was held on Monday, October 7th at 5:30 p.m. with committee and 6:00 p.m. with the union, and proposals were exchanged. Bathurst reported the meeting went well and they will meet again on Thursday, October 24th at 5:30 p.m.
6. **Union Negotiations with Recycling Local 773 -Update:** Bathurst reported proposals have been submitted, and we will meet on Thursday, October 17th at 5:30 p.m.
7. **Personnel Committee Priority List -Update:** Committee discussed the priority items such as Union Contracts, Job Salary Survey, Wellness Program and Personnel Manual. Bathurst reported the Personnel Manual defined Exempt Employees in 2008, and certain exempt employees worked either a 35 hour week or a 40 hour week. Bathurst stated we need to clarify exempt employees and the minimum number of hours to work each week, and said the Committee will look at revising the Personnel Manual.
8. **Worker Wellness Program Committee -Update:** Bathurst reported that the Personnel Committee is looking to motivate employees to live a healthy lifestyle, and the County's insurance currently pays \$1,000 per participating employee for wellness benefits. Hillsboro Hospital representatives Jessica Chappellear and Rex Brown have been invited to the next Personnel Committee meeting on Thursday, October 31st at 4:00 p.m. to explain what employer options Fusion can present and feedback on how the hospital has saved insurance costs since offering the Fusion Fitness Center benefit to their employees. The committee would like to see if this will help our lower our insurance rates and decrease health insurance costs.
9. **Closed Session for Union Contracts -Approval:** Took place at end of meeting.

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

1. **Elections -Update:** Beck reported that County Clerk Leitheiser stated that the new Early Voting room in the basement of the Historic Courthouse is in the finishing stages of renovation and progressing nicely. Leitheiser is also working to obtain a \$2,000 State Board of Elections ADA grant to use towards doors and signage for the Early Voting room.
2. **Recycling Program and Events:**
 - **Electronics recycling drive -Update:** Beck reported that the Drive will be held on October 10th from 12:00 p.m. - 5:00 p.m. and on October 11th from 8:00 a.m. – 3:00 p.m. Promotional Information about the Drive will be on WSMI on October 9th and many fliers have been distributed as well.
3. **Animal Control Facility and Program -Update:** Beck reported the following:
 - Animal Control Intake Summary: The intake of animals has been up this year compared to this time last year. There were 23 animals adopted and 24 that went to rescue in August in the Quad cities.
 - Mobile Adoptions: There was one recent event at TSC and another recent event at Rural King. There were 11 cats and kittens adopted from the mobile adoption events.
 - Rabies Clinic: Richardson will try to schedule a rabies clinic and a microchip clinic in Waggoner for the northern residents.
 - Ordinance changes will be presented to the committee next month, and fee amounts will need to be changed.
 - Fire Alarms: Wareham's had to replace two sensors at the Animal Control facility, as the power washers were setting off the alarms. After the sensor replacement, alarm will not sound unless the temperature exceeds 130 degrees.
 - Kuchar asked about the \$200 donation to the Animal Control facility that was recently refunded to PAWS, and Beck replied it was returned because the County didn't need the money for the free-roaming cat room, which was completed under budget. Kuchar also asked about a payment made in August to Friends of Animal Control volunteer Claire Eskew, and Beck stated she was paid for cards made to promote the Animal Control facility's Old Settler's outreach efforts.
4. **Animal Control Vehicle Bid -Update:** Beck reported that a partial payment of \$50,000 has been given to the County's Animal Control facility from the Vanek estate. Chairman Hertel checked with Assistant State's Attorney Wilson who said it is acceptable to purchase a new Animal Control Vehicle and a few other items this year from the coal fund and then reimburse the coal fund from the estate funds as they are received in next year's budget. The advertisement for bids for an Animal Control Vehicle went out to the newspapers this week and will be opened at the November HWE meeting. Other purchases needed include cages and a generator. Ronen reported that CMS Federal Surplus has many free generators, although the voltage would need to be correct before purchased.
5. **ICRMT Agent -Approval:** Beck introduced Scheller Insurance representative Tom Franzen, who was present at the Full Board meeting and stated he was available afterward the meeting for questions. He has been an ICRMT Agent since 2002 and currently represents the municipalities of Mt. Olive and Litchfield. Paul Hamrock was the County Illinois County Risk Management Trust Agent for many years and recently passed away, so the County now needs another ICRMT agent. **Motion by Beck, second by Savage to employ Tom Franzen as the County ICRMT Agent for the Remainder of 2013 and through November 30th, 2014. All in favor, motion carried. (See Resolution Book 13, page 210).**

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

1. **GIS Work Group Report -Update:** Member Beeler is currently gathering more information so the GIS work group committee can meet again. Beeler stated they have several prices for new flyovers and different options to pay for it over a few years.

2. **Convey Deed of Private Property of Parcel #16-01-251-010 in the City of Hillsboro -Approval:** Gasparich reported that the Coffeen parcel whose owner wanted to deed to the county has instead been deeded to the City of Coffeen, which leaves a Hillsboro township parcel with a similar request needing County action. This parcel is not located in the Hillsboro City limits, and the City of Hillsboro is not interested in the parcel. The County does not want the property, but Hillsboro Community School District #3 is interested in the property for a building trades project. The County could obtain the deed to the property and then immediately deed it over to the Hillsboro School District. The school district is not allowed to receive this property directly from the company so the county would need to be the conveying agent. Assistant State's Attorney Wilson is working with the realtor to view the property before the County takes possession, and Gasparich stated that the property can be inspected next week. EPA Inspector Gonet was asked to check the property for environmental issues and found none on the outside premises. Wells Fargo is the current owner of the property, and has just put a new roof on the house and is in the process of de-molding it. The Finance Committee approved to accept parcel ID 16-01-251-010 if everything checks out with the property, and then deed it to the Hillsboro School District #3. Assistant State's Attorney Wilson will prepare the documents, and Wells Fargo representatives are doing the title work. Hampton+Knodle asked if we could wait on the approval and Chairman Hertel explained the process needs to be done quickly per Wells Fargo's request and that we do not have to take the property if there are problems after the inspection is completed. Beeler asked if this would set a precedent should the county get future requests to give property to schools. Hertel deferred to former Chairman and County Board Member Plunkett, who had experience with similar deed transfers. Plunkett replied that this is a good precedent and the County has done this in the past with a few properties deeded to the Litchfield School District, and these properties were eventually returned to the tax rolls. Member Graden stated that he would like to see parcels in Ohlman be transferred to the Nokomis School District, and was glad to know this could be an option. **Motion by Gasparich, second by Hampton+Knodle to accept parcel ID 16-01-251-010 contingent upon successful inspection, and then deed it over to the Hillsboro School District #3. All in favor, motion carried.**
3. **Estimate Tax Levy -Update:** Gasparich said that the committee discussed proceeding to adopt the budget in November, with today's October meeting to be recessed and the levies read at the November meeting. The approval to accept the levy will be done this month.
4. **Adopt FY 2014 Aggregate Levy -Approval:** Gasparich stated that FY 2014 Aggregate Levy is in the amount of \$4,918,382 which represents a 4.9979% increase. The estimate levy was approved at the August board meeting. Gasparich stated that during the Budget Hearings, the office holders came back this year and kept the budget down. He stated we won't balance the budget this year, but are making steps in the right direction. **Motion by Gasparich, second by Beck to Approve the FY 2014 Aggregate Levy in the amount of \$4,918,382 which is a 4.9979% increase over last year's levy. All in favor, motion carried. (See Resolution Book 13, page 211).**
5. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report -Update:** Board members were given the coal revenue reports for receipts through August 2013. The county received \$171,992.35 last week which represents 392,981 tons of coal that sold in August. Chairman Hertel referred Board members to an article about West Virginia coal money that has been spent and the need for set-aside funds that were not retained. Hertel wants to take a percentage of our coal funds to place in a special rainy day fund and will ask Assistant State's Attorney Wilson to research this idea further. Gasparich stated it will be up to the Board if we want to set aside a certain portion of coal funds each month.
6. **FY2014 Budget Requested Changes to the FY 2014 Draft Budget Report-Update:** Gasparich referred members to the summary statement showing the FY 2014 Budget changes/requests for review. Treasurer Jenkins stated that an increase of \$63,000 is due to recent union negotiations and two small minor items.
7. **County Trustee Activity Report -Update:** The committee reviewed the monthly County Trustee Activity Report that included three buyers and involved eight parcels totaling \$10,202.

8. **Resolutions 10-13-001, 10-13-002, 10-13-003, 10-13-004 to Convey Deeds to Sarver Chamberlain Inc. Parcel ID's #10-32-458-005, 10-32-458-006, 10-32-458-007, 10-32-458-008 -Approval:** Need to convey the deeds to three buyers for eight parcels that were sold by the County Trustee.
- Motion by Gasparich, second by Plunkett to Approve Resolution 10-13-001 to Convey Deed to Sarver Chamberlain Inc. Parcel ID's #10-32-458-005. All in favor, motion carried.
 - Motion by Gasparich, second by Bishop to Approve Resolution 10-13-002 to Convey Deed to Sarver Chamberlain Inc. Parcel ID's #10-32-458-006. All in favor, motion carried.
 - Motion by Gasparich, second by Webb to Approve Resolution 10-13-003 to Convey Deed to Sarver Chamberlain Inc. Parcel ID's #10-32-458-007. All in favor, motion carried.
 - Motion by Gasparich, second by Ronen to Approve Resolution 10-13-004 to Convey Deed to Sarver Chamberlain Inc. Parcel ID's #10-32-458-008. All in favor, motion carried. (For copies, see Resolution Book 13, pages 212-215).
9. **Resolutions 10-13-005 & 10-13-006 to Convey Deeds to David Hollo Parcel ID's #10-33-310-001 & #10-33-339-004 -Approval:**
- Motion by Gasparich, second by Beck to Approve Resolution 10-13-005 to convey Deed to David Hollo Parcel ID's #10-33-310-001. All in favor, motion carried.
 - Motion by Gasparich, second by Branum to Approve Resolution 10-13-006 to convey Deed to David Hollo Parcel ID's #10-33-339-004. All in favor, motion carried.
10. **Resolutions 10-13-007 & 10-13-008 to Convey Deeds to Jim Lohman Parcel ID's #16-11-251-001,002 & 16-11-252-003,018 -Approval:**
- Motion by Gasparich, second by Hampton+Knodle to Approve Resolution 10-13-007 to convey Deed to Jim Lohman Parcel ID's #16-11-251-001,002. All in favor, motion carried.
 - Motion by Gasparich, second by Miles to Approve Resolution 10-13-008 to convey Deed to Jim Lohman Parcel ID's #16-11-252-003,018. All in favor, motion carried. (For copies, see Resolution Book 13, pages 216-219).
11. **Finance Committee Priority List -Update:** Gasparich reported the committee is working on the Priority List and will discuss more next meeting and will talk to the Board about putting some coal money aside for the future for situations beyond our control.

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

A summary of monthly operations for **August 2013** is as follows:

Total calls: 318 Total amount billed: \$178,637.40 Amount collected: \$106,311.65

A summary of monthly operations for **September 2013** is as follows:

Total calls: 295 Total amount billed: \$174,357.40 Amount collected: \$72,836.45

Ambulance Report:

1. **Collections -Update:** September \$72,836.45 (Old system \$71.00 New system \$72,765.45)
2. **Meeting with Deer Run Mine -Update:** Savage reported on a meeting the EMA Committee had with Deer Run Mine representatives on September 23rd, 2013 regarding the Refuse Facility #2 which will be a coal slurry impoundment facility. Savage said that this facility is very tightly regulated. There are procedures and protocol in the mine's Emergency Plan that would take effect if there was an emergency with Refuse Facility #2, which will contain settled slurry with some water. Savage stated that no waterways empty into or leave the impoundment. Hertel also confirmed that his understanding is that the impoundments will not be full of water, and the only water anticipated within the impoundment is what they will pump in and if it rains. The facility is designed to withstand two occurrences of 29 inches of rain in a 24 hour period back to back and also to withstand earthquakes and subsidence. Webb stated the facility must be inspected by qualified inspectors on a regular basis as well as weekly by mine staff, which includes the Federal Government, who inspects it one to two times per quarter and the Illinois Department of Natural Resources inspectors, who check it monthly.

3. **IEMA Conference -Update:** Savage reported the Holmes attended the IEMA Conference on September 3rd – 6th and the committee reviewed several suggestions she received from that conference.
4. **Code Red Call System -Update:** Savage reported that the Code Red call system should be operational in the next few weeks and will work with Telecommunications Device for the Deaf (TDD) across landlines. A public press release will be forthcoming about the Code Red call systems' benefits, and Crime Stoppers has paid for the first year of the service in the amount of about \$7,300. Deabenderfer asked if Code Red will eventually replace municipality warning sirens, and Savage confirmed that the Code Red system will not replace outside siren warnings, which will still be needed for outdoor warnings.
5. **Table Top Exercise -Update:** Savage stated this exercise is scheduled with the Health Department on Monday, October 21st at 6:30PM, with a meal served at 6:30PM and the exercise starting at 7:00 PM at the Free Methodist Church Hillsboro.

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

1. **MCEDC -Update:** Hampton+Knodle reported that the next MCEDC meeting is scheduled for Tuesday, November 19th at 4:30 p.m. in the Conference Room of the Historic Courthouse. The MCEDC Board is meeting next week to discuss a few applicants for a grant writer position. Hampton+Knodle reported that Executive Director Lindsay Wagahoff has been busy meeting with municipal officials and attending town board meetings.
2. **Revolving Loan Report -Update:** Hampton+Knodle reported the Revolving Loan Fund (RLF) Board met October 1st and reviewed an application. If the application is accepted by the RLF board, it will go to the County Board for approval. There is approximately a \$175,500 balance in the RLF. One RLF loan is in bankruptcy and Executive Director Wagahoff is looking at ways that we might be able to recoup some of that money. The RLF reports were revised by Wagahoff and now report the maturity dates of the three outstanding loans. There are a few new RLF board members and they have identified some issues with the RLF policy and procedures which may need to be revised. The Committee discussed who would be responsible for working on updating the policy and procedures, and members shared they would like for the RLF board to review and make recommendations for the RLF policy and procedures.
3. **Incentive Package Development -Update:** Hampton+Knodle reported working with the MCEDC to put together a package of tax incentives which can be used by Executive Director Wagahoff as a template when talking with businesses. Once this incentive package is completed, it will be presented to the Economic Development Committee and the County Board for their approval. A new business would fill out a Business Profile Sheet to provide information about their project, which would then be reviewed and assessed points so that incentives could be offered based on their criteria. This process would give Wagahoff a template to use for incentives to offer without going to the full board each time she has a business project to present. Ideas for what the Incentive Package should include will be compiled for the Committee to review at their next meeting.
4. **Enterprise Zone Mayors Meeting -Update:** Hampton+Knodle reported that the Enterprise Zone Mayors meeting was held on Wednesday, October 2nd at 6:00 p.m. in the County Board room. A summary of the EZ project activity was presented and Mayor's welcome packets were distributed. The Mayors also heard from representatives from CEFS on their Public Transit B-line, West Central Development Council Director Mike Sherer and the MCEDC Director Lindsay Wagahoff. Mayors received information on the Code Red Emergency Notification System that will be implemented soon, and the County's Hazardous Mitigation Plan. Beeler gave the Mayors an update on the County's Comprehensive Plan and the Planning Commission's recent activities.
5. **Mineral Trust Fund -Update:** Hampton+Knodle would like to discuss starting a Mineral Trust Fund for future Economic Development, Public Safety, and Infrastructure projects and asked committee members to bring ideas to share at a future meeting. She stated we will look at coal revenues and how we can leverage these funds to capture economic development and community-related opportunities.

6. **Central Illinois Economic Development Authority -Update:** Hampton+Knodle reported there is a possible project from CIEDA, and more details will be forthcoming.
7. **Workforce Investment Board -Update:** Hampton+Knodle stated she met with WCDC Director Mike Sherer and WIB Board member Jeff Howell recently, and said Howell has many good ideas about workforce development and training possibilities. Chairman Hertel stated he attended the West Central Development Council and WIB board policy board meeting on September 26th, where they discussed raises, benefits, and time off benefits for the Workforce Development Council Employees.
8. **Planning Commission Recommendations -Update:** Hampton+Knodle reported that the next meeting will be held on Thursday, November 14th at 5:30 p.m. at the Annex Building Conference room, and that there are some written recommendations to keep the Plan current every year. The Commission is looking at the County Structural Permit Notification form, as well as working on a list that will identify high accident activity on County Roads. County Board Member Beeler is the point of contact for anyone who has locations they would like to share where accidents frequently occur on County roads.
9. **Economic Development Committee Priority List -Update:** Heather Hampton+Knodle stated she compiled a priority list that the committee has reviewed, and members will add to the list as needed.
10. **Reschedule Regular Economic Development Committee for November -Update:** Reschedule from November 6th to Tuesday, **October 29th, 2013** at 7:00 pm.

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

1. **Striping of New Courthouse Parking Lot – ADA issues -Update:** Sneed reported the committee reviewed some ADA documentation sent by Circuit Clerk Lemons that addressed a few issues at the Courthouse Complex. The counters in the State’s Attorney’s and Probation Offices need to be lowered; a few door closures need to be adjusted and the south parking lot south of the Courthouse Complex needs to be re-striped and will be done in-house.
2. **HVAC at Courts Complex -Approval:** Sneed reported that the Pre-bid meeting with Hurst-Rosche was held on September 24th, with a good turnout of eight contractors interested in bidding on the project. The bids were opened on Thursday, October 3rd, 2013 at 2:00 pm, with Henson Robinson Company’s bid being the lowest at \$191,987. Sneed reported that Hurst-Rosche Engineer Dale Cover worked with Henson Robinson Company representatives to make sure their bid was good. Chairman Hertel recognized two representatives from Hurst-Rosche who were in attendance at the meeting, including their new president James Roth, and encouraged them to apply for grants to help pay for the new HVAC system. **Motion by Sneed, second by Wendel to approve the apparent low bid from Henson Robinson Company in the amount of \$191,987 for the HVAC at the Courts Complex. All in favor, motion carried.**
3. **Maintenance Issues and Report:**
 - **Generator leak:** Sneed reported that the diesel fuel tank on the generator is leaking, and the County received a quote from CK Power in the amount of \$6,875 to replace the sub base fuel tank. Sneed stated we might be able to save money if we don’t need their crane. **Motion by Sneed, second by Miles to approve the quote from CK Power for an amount not to exceed \$6,875 to replace the fuel tank on the generator. All in favor, motion carried.**
4. **Remodel Basement Office for Early Voting -Update:** Sneed reported that the new walls and doors are now installed for the Early Voting room. The area has been painted and is close to completion. Signage for ADA and Early Voting will be placed on the outside of the building to direct voters to the new area.
5. **Building & Grounds Committee Priority List -Update:** Sneed reported that the committee reviewed a list of items for future discussion. Sneed stated the committee discussed sealing the brick on the Historic Courthouse and the Sheriff has also informed them that the female population is increasing in the Jail and the cells will need to be expanded. Hertel stated the Jail was originally built to add a wing. The Jail can hold 6-8 females and we had 11 females last week. Gasparich asked if the Board should

consider pursuing an architectural study, and Sneed said we are not at that point yet. Hertel said the plans are still there, and it was good that they built the jail to expand. Ronen asked if we can make the cells smaller and Hertel stated he didn't think this was possible. Hertel informed members that the Jail recently had an excellent inspection and meets State of Illinois standards. Plunkett reminded the Board that the Jail roof also needs to be replaced in 2-3 years. Hampton+Knodle asked if the Public Building Commission (PBC) could help fund these projects and Gasparich wondered if bonds were issued if the County would have to go through the Public Building Commission. Deabenderfer reported the Commission is still in existence and stated he understood that once the County disbands it, the PBC can not be created again.

6. **Surplus Property -Update:** Sneed reported a list of surplus items has been compiled and photos have been taken to offer to County Offices next week. If there is any surplus property left, a silent auction will be held at a later date.

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

ANNOUNCEMENTS:

1. Chairman Hertel informed members that a thank-you card was received from Faye Hamrock for our donation to the Witt Lions Club in memory of former County Board Chairman and IMRF Agent Paul Hamrock.
2. Hertel informed members that a Tour of the Montgomery County Highway Department will be held after the November 12th Full Board meeting.

SCHEDULE CHANGES: Chairman Hertel announced the following:

1. Regular Economic Development Committee meeting on November 6th has been changed to Tuesday, October 29th
2. Special Personnel Committee meeting with Recycling Union Local #397 is Thursday, October 17th at 5:30 p.m. with committee and 6:00 p.m. with union.
3. Special Personnel Committee meeting with FOP Union is Thursday, October 24th at 5:30 p.m. with committee and 6:00 p.m. with union.

APPOINTMENTS:

1. Motion by Beeler, second by Webb to Reappoint Mark Meisner to the Pitman-Zanesville #2, County Zone #33, Drainage District for a three year term which expires December 31, 2016. All in favor, motion carried.
2. Motion by Beck, second by Webb to Reappoint Gregory Weitekamp to the Zanesville #3, County Zone #15, Drainage District for a three year term which expires December 31, 2016. All in favor, motion carried.
3. Motion by Gasparich, second by Branum to Appoint Darrin Beckman of Fillmore to the Emergency Telephone System Board for a term to begin immediately and expire November 30th, 2014. All in favor, motion carried.

PUBLIC COMMENTS: Bill Schroeder was in attendance and commended the County Board members' awareness of the need for better hearing ability in the County Board room during meetings.

PAY BILLS:

1. **Approval to Pay Any Invoices to Adams, PC or Books & Moore and to A&D Electrical Supply:** Motion by Plunkett, second by Martin to pay any invoices for Adams, PC or Books & Moore and to A&D Electrical Supply. Voice Vote: In favor – 19, Against – 0, Absent – 0, Abstain -2 (Moore), (Ronen). Motion carried.

2. Motion by Webb, second by Gasparich to pay all other approved bills, including 2 bills that did not go through Finance Committee approval- to Mailing Methods for mailing delinquent tax notices for \$6,498.22 and Union Mediator David Loebach for \$1,655.25. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2013.

Update/Approval Executive Session to Discuss Union Contracts:

- Motion by Bathurst, second by Martin to Enter into Executive Session. All in favor, motion carried. Time: 10:08 a.m.
- Motion by Martin, second by Moore to Come Out of Executive Session. All in favor, motion carried. Time: 10:27 a.m.
- Motion by Bathurst, second by Martin to approve the Collective Bargaining Agreement with Local 148 – Circuit Clerk’s Union. All in favor, motion carried.
- Motion by Bathurst, second by Robinson to approve the wages with Local 397 – SOA, State’s Attorney and EMA Offices. All in favor, motion carried.

RECESS: Until the Full Board Meeting on Tuesday, November 12th, 2013 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Branum, second by Bishop to recess the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 10:29 a.m. Minutes respectfully submitted and recorded by Montgomery County Clerk and Recorder Sandy Leitheiser.

Montgomery County Board

Minutes

For Tuesday, November 12th, 2013 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, November 12th, 2013 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 - 19 members present, 2 members absent. Heather Hampton+Knodle and Nikki Bishop came after roll call, so roll was changed to 21 members present, 0 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

Chairman Hertel asked Veterans Assistance Commission Superintendent Dave Strowmatt to give board members a brief history of the Veterans Day holiday. Strowmatt explained that on the 11th hour of the 11th day of the 11th month, World War I came to an end, and in November 1919, President Wilson proclaimed November 11 as Armistice Day. After World War II, Armistice Day was changed to Veterans Day to honor veterans of all the wars and those in active service.

Pledge of Allegiance to the flag was led by VAC Superintendent Dave Strowmatt.

Mileage and Per Diem Approval: Motion by Bathurst, 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 Webb, second by Sneed to approve the Minutes of the Previous County Board Meeting held on Tuesday, October 8th, 2013. All in favor, motion carried.

CONSENT AGENDA:

- 1. Chief Assessment Officer's Report** – Ray Durston was present for questions.
- 2. Circuit Clerk's Report** – Chief Deputy Stephanie Keiser was present for questions for Circuit Clerk Holly Lemons who is on maternity leave.
- 3. County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions.
- 4. County Treasurer's Report** – Ron Jenkins was present for questions.
- 5. G.I.S. Coordinator's Report** – Mary Purcell was present for questions.
- 6. Health Department Report** – Hugh Satterlee was present for questions. Chairman Hertel complimented Satterlee on the positive report he received from Litchfield emergency responders about Health Department staff who provided counseling after the recent auto accident on I-55.
- 7. Probation Officer's Report** – was submitted.
- 8. Public Defender's Report** – was submitted.
- 9. Sheriff's Report** – was submitted.
- 10. T.B. Department Report** – Sally Adams was present for questions.
- 11. V.A.C. Report** – Dave Strowmatt was present for questions.

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

LIAISON REPORTS: **911 Board** – Webb reported that 911 appointments will be approved later in today’s meeting, and that Tom Rogers is currently acting as chairman. **CEFS Board** – Robinson reported that a CIPT representative will come to the County Board meeting in December, and stated that CIPT is still working on the B-line transportation route with ten stops daily between Hillsboro and Litchfield. She said they will stop at each destination every hour and it will cost \$.50 to ride, and monthly passes will also be available. **CIEDA** – Hampton+Knodle reported the board issued an inducement for a \$6 Million housing development rehab project in Springfield and plans to move forward within 60 days. **Health Dept.** – Martin had nothing to report. **IL Assoc. of Co. Officials** – Plunkett reported that neither he nor Kuchar will make it to the Chicago conference. **MCEDC** – Ronen had nothing to report. **MCWC** – Branum reported the meeting was cancelled. **Planning Commission** – Beeler reported that Planning Commission meeting was changed from November 14th to 21st. **Senior Citizens Board** – Bishop reported there was a good turnout for the soup and chili fundraiser. **UCCI** – Miles reported he attended the UCCI seminar on Saturday in Springfield and stated that a large class of 39-40 graduated at the dinner Friday night. **U of I** – Graden reported the Extension meeting was October 10th in Hillsboro and stated he is amazed of the variety of programs they offer such as 4-H clubs and the good job they do. **VAC** – Sneed complimented Dave Strowmatt who spoke at the Veterans Day service yesterday in Litchfield. **WCDC** – Wendel reported on the October 17th meeting and stated that unemployment rates have gone down in the counties they serve.

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT: Given by Chairman Roy Hertel as follows:

1. **CEFS Central Illinois Public Transit Monthly Progress Reports -Update:** Chairman Hertel stated that the August and September reports were included in Board packets.
2. **2014 Coordinating Committee Dates & Time –Approval:** Motion by Martin, second by Bathurst to approve the 2014 Coordinating Committee Dates and Times as presented in the spreadsheet submitted to Board members. All in favor, motion carried.
3. **2014 Full Board Meeting Dates & Time -Approval:** Motion by Gasparich, second by Bathurst to approve the 2014 Full Board Meeting Dates & Time with one change to Wednesday, November 12th due to Veterans Day holiday on the 11th. All in favor, motion carried.
4. **Sale of the Sherman Building:** – Motion to abate County taxes will be in the Finance Committee report. Chairman Hertel reported Treasurer Jenkins worked on helping the sale of the Sherman Building go through, and a Trustee’s Deed will be issued on the Sherman building at the end of the month. There was approximately \$9,000 in back taxes due and about \$11,000 in penalties for a total due of about \$20,000. The county’s portion of the tax is about \$1,200.
5. **Intergovernmental Agreement with City of Litchfield for Temporary Use of Montgomery County’s Mapping Equipment –Approval:** Motion by Hampton+Knodle, second by Robinson to Extend the Agreement to Litchfield to Loan GIS Equipment until November 12th, 2014. All in favor, motion carried.
6. **County Priority List/Coal Funds –Update:** Chairman Hertel stated he will have a complete list next month.
7. **Foresight Energy Book:** Chairman Hertel notified Board members that Treasurer Jenkins has a book available to view which includes Hillsboro Energy’s Deer Run Mine.

ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Gene Miles as follows:

1. **Red Ball Trail -Update:** Miles reported that Engineer Smith has worked with the State’s Attorney’s office to draft a 10-day notice letter that will be mailed sometime this week to Moniger Construction.
2. **Irving North Bridge -Update:** Miles reported that the bridge deck is set on the Irving North Bridge, and once the deck is set rails and concrete work will be done in dryer weather. Miles also reported that beams are done and ditches are being reformed, and the bridge should be complete in two weeks.
3. **Road Damages Policy -Update:** Miles reported the committee is still discussing this topic.

4. **County 2014 MFT Maintenance Resolution #2013-18 -Approval:** Miles reported that this Resolution is done once a year and states how much money will be spent on MFT projects and will allow us to spend up to \$1 Million. Once approved, a copy will be sent to IDOT by the Highway Department. **Motion by Miles, second by Moore to approve the County 2014 MFT Maintenance Resolution #2013-18. All in favor, motion carried. (See Resolution Book 13, page 223).**
5. **Resolution #2013-16: Resolution to appropriate funds for 1110 B-CA, Witt Road District, N. 17th Avenue, 50% R.D. – 50% County Project -Approval:** Total \$4,000. Witt = \$2,000, County = \$2,000. **Motion by Miles, second by Hampton+Knodle to approve Resolution #2013-16 to appropriate funds for 1110 B-CA, Witt Road District, N. 17th Avenue, 50% R.D. – 50% County Project. All in favor, motion carried. (See Resolution Book 13, pages 224-225).**
6. **Resolution #2013-17: Resolution to appropriate funds for 1111 B-CA, County Highway 10, 100% County Project -Approval:** Total = \$3,500. **Motion by Miles, second by Robinson to approve Resolution #2013-17 to appropriate funds for 1111 B-CA, County Highway 10, 100% County Project. All in favor, motion carried. (See Resolution Book 13, pages 226-227).** Hertel stated this is the road to Panama.
7. **Other Business: Road & Bridge Tour:** Hertel reported due to the construction of Irving North Bridge, the tour of the Highway Department after a County Board meeting will be postponed until spring.

PERSONNEL COMMITTEE REPORT: Given by Chairman Mary Bathurst:

1. **Circuit Clerk's - Union Local #148 -Update:** Bathurst reported that the Personnel Committee needs to hear a grievance that was filed by an employee. The meeting will be rescheduled with Union Business Agent Dan Sweet.
2. **FOP Union Negotiations -Update:** Bathurst reported we need to reschedule this meeting as the Union needed to cancel the previously scheduled meeting.
3. **Recycling Local 773 Union Negotiations -Update:** Bathurst reported the committee met with Local 773 on October 17th, 2013 at 6:00 pm in the County Board room. The Union and County exchanged proposals and an agreement was reached at 7:00 pm. Executive session will occur at end of Full Board concerning County Board approval of this contract.
4. **Personnel Committee Priority List -Update:** Bathurst reported the Committee reviewed the items that were discussed at last month's meeting as follows:
 - Union Contracts - Committee continues to work on.
 - Job Salary Survey – The U of I Extension is making the final changes to present and is hopefully getting close to finalization.
 - Wellness Program – The committee met with representatives from Hillsboro Hospital and Fusion Fitness. Bathurst would like them to make a presentation to Full Board in the future.
 - Personnel Manual – The Committee will make some recommendations at the next board meeting on exempt employee definitions and also will continue to work on the manual.
5. **Personnel Manual -Update:** Bathurst reported the Committee discussed the clarification of exempt employees and the minimum number of hours to work each week. The issue also involves the amount of sick time that is calculated by IMRF. The Committee also revised the list of Exempt employees and will continue the discussion on this issue at their next regular meeting.
6. **Customer Service Training -Update:** Bathurst reported the training went well.
7. **Workplace Wellness Program -Update:** Bathurst reported the committee met with Hillsboro Area Hospital CEO Rex Brown and Fusion Executive Director Jessica Chappellear regarding the Wellness Program that is offered at Hillsboro Hospital. They will also be invited to Full Board in the future.
8. **2014 County Holiday Schedule -Approval:** Bathurst reported the committee reviewed the County Holiday Schedule that reflects 13 holidays for 2014. Once the full board approves, it will be sent to the Chief Judge's Office. **Motion by Bathurst, second by Martin to approve the 2014 Holiday Schedule as presented. All in favor, motion carried. (See Resolution Book 13, page 228).**

9. **2014 Personnel Committee Meeting Dates & Time -Approval:** Bathurst reported the committee reviewed the 2014 Personnel Committee meeting dates and times and discussed changing the time back to mornings at 8:00 am. The November and December meetings would need to move up by one week due to the holidays. **Motion by Bathurst, second by Martin to approve the meeting dates as presented with the changes for November and December and to change the start of the meeting to 8:00 am. All in favor, motion carried.**
10. **Executive Session -Approval:** At end of meeting.

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

1. **Elections -Update:** Beck congratulated County Clerk Sandy Leitheiser on being named “Illinois County Clerk/Recorder of the Year” for Zone II which represents 25 Illinois Counties. Beck stated we are very proud of Sandy and Leitheiser thanked her staff and the County Board for their support. Leitheiser also reported the filing period for the General Primary Election is November 25th – December 2nd, 2013.
2. **Workers Compensation Insurance-IPRF -Approval:** Beck reported that Illinois Public Risk Fund Insurance agent Jeff Weis addressed the committee with information regarding our Workers Compensation Insurance renewal. Weis reported that there were only a couple of medical claims this past year and last year our premium was \$84,791. We also received a \$2,400 safety grant to help towards the purchase of Tasers for the Sheriff’s Department and will be eligible for a safety grant of \$3,542 this year with a matching grant that could apply to a specific list of safety items. Treasurer Jenkins stated IPRF is great to work with and Chairman Hertel compared our premium to another county our size and complimented County employees on prioritizing safety on the job. **Motion by Beck, second by Webb to approve the Workers Compensation Insurance proposal as presented by IPRF agent Jeff Weis in the amount of \$83,678. ROLL CALL VOTE: Ayes – all 21 members, Nays – 0. Motion carried. (See Resolution Book 13, pages 229-232).**
3. **Property Casualty Insurance-ICRMT -Approval:** ICRMT representative Tom Franzen addressed the Full Board regarding the insurance on County Properties. The 2013 premium was \$214,323, and the renewal is \$220,591 which is about a 2.5% increase. There is currently a \$5,000 per occurrence deductible on County Buildings. The deductible on Auto is \$1,000 and Mr. Franzen recommended not increasing that deductible to \$2,500 due to the frequency of deer strikes. Franzen stated that we should have Insurance Certificates for all vendors that do work for the County. Franzen also suggested that the County consider Cyber Liability which will be a separate policy that can be approved at a later time. Montgomery County has \$26 Million in property values. Plunkett asked Franzen to talk about the Excess Liability category, and Franzen stated the rationale for those amounts relate to the small number of judgments we have had in our history, and the liability should be retained only those items we can measure and control. Chairman Hertel stated the reason insurance costs have gone down is because staff and supervisors have done a good job. Martin thanked Franzen for his work in representing the county’s insurance. **Motion by Beck, second by Graden to approve the Property Casualty Insurance Proposal of \$211,881 that will increase the excess liability from \$5,000,000 to \$7,000,000 and to go with the recommended deductibles as suggested by Mr. Franzen of ICRMT. ROLL CALL VOTE: Ayes – all 21 members, Nays – 0. Motion carried. (See Resolution Book 13, pages 233-236).**
4. **Recycling Program and Events -Update:** Beck reported the last Electronics Drive was the biggest drive to date. The success of this drive can be attributed to the Grants that we were awarded by IEPA that allowed us to distribute fliers throughout all newspapers and schools in the County. Lutz has submitted another Grant to IEPA for the 2014 Grant cycle for further electronics recycling education.

5. **Animal Control Vehicle Bids -Approval:** Beck reported two bids were received for the new Animal Control Vehicle: Wright Automotive submitted a bid for \$24,075, and the second bid was from Barker Automotive of Bloomington in the amount of \$29,300. Beck stated that we still need to order a camper top for the security of the animals and a hydraulic lift for the tail gate. Beeler asked if the current vehicle was a van and Beck replied affirmatively and stated the van is useless in the winter and the new truck will have 4-wheel drive to better navigate rural areas. Hampton+Knodle asked if the payment for the vehicle would be from the estate money and Hertel replied affirmatively, stating we received a partial distribution of \$50,000. Hertel also stated the van will still be used for transporting animals to rescues outside the County. Deabenderfer stated expenses will increase with two vehicles and asked if the overhead would be covered by the estate. Hertel stated the interest on estate money of \$11,000 each year will offset expenses of the Animal Control facility. Kuchar asked why volunteers paid for their own gasoline to transport animals in the past and now the County is paying volunteers for gasoline costs. Hertel replied volunteers are in the process of raising money now in order to pay for gas in the future. Kuchar asked why not have volunteers do the transporting so we don't have the expense of another vehicle, and Hertel replied the county has found we can't rely on volunteers and must do this ourselves. Robinson stated the new vehicle would be for picking up animals inside the County as the van is not equipped for rural county road travel. Hertel also stated the van in current use is 1999 model with 92,000 miles. **Motion by Beck, second by Webb to purchase the vehicle from Wright Automotive for \$24,075 pending the review and acceptance of the bid specs. All in favor, motion carried.** The purchase of the vehicle will come from estate funds.
6. **2014 HWE Committee Meeting Dates & Time -Approval:** Beck reported the Committee reviewed their list for the 2014 meeting dates. **Motion by Beck, second by Bishop to approve the meeting dates and times for 2014 as presented. All in favor, motion carried.**

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

1. **Resolution to abate the County Portion of taxes on the Sherman Building Parcel #16-02-494-016 in Hillsboro, IL -Approval:** Motion by Gasparich, second by Deabenderfer to approve the Resolution to abate the County portion of the real estate taxes on parcel #16-02-494-016 in the amount of \$1,240.46 pending the buyer getting a bankruptcy trustee deed. All in favor, motion carried. Verbal passage was done at this meeting. (For copy of Resolution completed later, see Resolution Book 13, page 261).
2. **GIS Work Group Report -Update:** Beeler reported the group is identifying an online system for GIS data and working to get a proposal on what they want in a flyover. GIS Coordinator Purcell stated Beeler is exceptional to work with.
3. **Parcel #16-01-251-010 at 618 Parkside, Hillsboro, IL -Update:** Gasparich reported Board Chairman Hertel and a few others toured the property, which is not in City of Hillsboro limits, and that the Hillsboro School District is interested in acquiring it. When the County acquires the property, the County will quit claim deed it to the Hillsboro School District. Hertel stated he is glad to get this property back on the tax rolls. (For copy of deeds, see Resolution Book 13, pages 237A-248A.)
4. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report -Approval of Letter:** Treasurer Jenkins reported that we have received about \$241,000 in coal royalties for September and for October the royalties will total \$302,000, and there is a \$2.6 million bank balance, and the General Fund Balance was down to about \$500,000 at the end of September. Gasparich stated that the Committee discussed the sale of the Ameren Power plant to Dynegy and how the sales tax money has helped with the County's finances, as well as information regarding Dynegy looking to purchase several Ameren Power Plants in Illinois and that they are seeking the same waiver that Ameren had received from the IL Pollution Control Board to meet standards. Gasparich requested that a support letter be sent from the County Board Chairman to the Illinois Pollution Control Board and local media regarding the extension they are requesting pertaining to Pollution Control standards. **Motion by Gasparich, second by Plunkett to send a letter to the Illinois Pollution Control Board to support Dynegy's request to receive the extension to put in scrubbers at the other Ameren Power Plants that was granted to Ameren. All in favor, motion carried.**

5. **FY2014 Budget Changes and Recommendations -Update:** Gasparich reported that the committee reviewed the FY 2014 Budget changes and recommendations submitted by Treasurer Jenkins. The total appropriations for FY 2014 will be \$21,413,468. The two page report is in the packet for review. Some union contracts were settled so revisions were made. (See Resolution Book 13, pages 237-238).
6. **Passing The Fiscal Year 2014 Budget -Approval:** Gasparich reported that in this meeting, the budget will be passed first and then the levy resolutions will be read. In years past, we have done the reverse which he stated is still lawful. Gasparich also reported that during Budget Hearings, Department Heads made a real effort to cut expenses and be frugal. He stated the County is still going to spend more money than is coming in, but we will continue to look at ways to be frugal. Gasparich stated hopefully at some time we will be in the position where we won't spend more than we take in. Hampton+Knodle asked how many employees have taken the Severance Package, and Treasurer Jenkins replied possibly 8 employees will be taking this offer. Chairman Hertel stated that probably one employee will not be replaced, and the others will start at a lower salary. Hampton+Knodle stated that the majority of the Budget cost is for salaries and insurances. Moore thanked Office Holders and the Finance Committee for keeping the costs down in the FY2014 budget. **Motion by Gasparich, second by Beck to Approve the Fiscal Year 2014 Budget. ROLL CALL VOTE: Ayes – 19, Nays – 2. *Those Voting Aye:* Bathurst, Beck, Beeler, Bishop, Branum, Deabenderfer, Gasparich, Graden, Hampton+Knodle, Hertel, Kuchar, Martin, Miles, Plunkett, Robinson, Savage, Sneed, Webb, Wendel. *Those Voting Nay:* Moore, Ronen. Motion carried.**
7. **FY2014 Budget Appropriation, Levies and Resolutions –Approval:** Resolutions were read by State's Attorney Chris Matoush:
- **Resolution #13-05:** Resolution to Adopt the Fiscal Year 2014 Financial Appropriation Ordinance for \$21,413,468.00. Motion by Gasparich, second by Beck. All in favor, motion carried.
 - **Resolution #13-06:** Resolution to pass the General Corporate Fund levy for the current taxable year for \$839,103.00. Motion by Gasparich, second by Webb. All in favor, motion carried.
 - **Resolution #13-07:** Resolution to pass the County Health Department levy for \$403,000.00. Motion by Gasparich, second by Bishop. All in favor, motion carried.
 - **Resolution #13-08:** Resolution to pass the Illinois Municipal Retirement Fund levy for \$926,000.00. Motion by Gasparich, second by Branum. All in favor, motion carried.
 - **Resolution #13-09:** Resolution to pass the Social Security Fund levy for \$553,269.00. Motion by Gasparich, second by Plunkett. All in favor, motion carried.
 - **Resolution #13-10:** Resolution to pass the levy to pay the costs of Insurance Premiums for \$453,700.00. Motion by Gasparich, second by Graden. All in favor, motion carried.
 - **Resolution #13-11:** Resolution to pass the Tuberculosis Care and Treatment Fund levy for \$90,800.00. Motion by Gasparich, second by Martin. All in favor, motion carried.
 - **Resolution #13-12:** Resolution to pass the County Highway Fund levy for \$403,000.00. Motion by Gasparich, second by Miles. All in favor, motion carried.
 - **Resolution #13-13:** Resolution to pass the County Highway Federal Aid Matching Fund levy for \$201,500.00. Motion by Gasparich, second by Hampton+Knodle. All in favor, motion carried.
 - **Resolution #13-14:** Resolution to pass the Special Aid to County Bridge Fund levy for \$201,500.00. Motion by Gasparich, second by Kuchar. All in favor, motion carried.
 - **Resolution #13-15:** Resolution to pass the levy for the Litchfield Special Service Area in the amount of \$180,000.00. Motion by Gasparich, second by Sneed. All in favor, motion carried.

- **Resolution #13-16:** Resolution to pass the levy for the Hillsboro Special Service Area in the amount of **\$85,000.00**. Motion by Gasparich, second by Deabenderfer. All in favor, motion carried.
 - **Resolution #13-17:** Resolution to pass the levy for the Nokomis/Witt Special Service Area in the amount of **\$141,000.00**. Motion by Graden, second by Miles. All in favor, motion carried.
 - **Resolution #13-18:** Resolution to pass the levy for the Raymond/Harvel Special Service Area in the amount of **\$50,000.00**. Motion by Gasparich, second by Beeler. All in favor, motion carried.
 - **Resolution #13-19:** Resolution to pass the levy for the Farmersville/Waggoner Special Service Area in the amount of **\$72,000.00**. Motion by Gasparich, second by Beck. All in favor, motion carried.
 - **Resolution #13-20:** Resolution to pass the levy for the County Extension Service for **\$154,910.00**. Motion by Graden, second by Ronen. Abstain 1 (Gasparich). Motion carried.
 - **Resolution #13-21:** Resolution to pass the levy for Senior Citizen Social Services for **\$84,000.00**. Motion by Gasparich, second by Bishop. All in favor, motion carried.
 - **Resolution #13-22:** Resolution to pass the levy for Veterans Assistance for **\$79,600.00**. Motion by Gasparich, second by Sneed. All in favor, motion carried.
 - **Resolution #13-23:** Resolution to set Salaries for the following Department Heads: Supervisor of Assessments - **\$54,732.00**, Probation Officer - **\$55,816.00**, and Assistant Probation Officers - **\$158,973.00**. Motion by Gasparich, second by Deabenderfer. All in favor, motion carried.
 - **Resolution #13-24:** Resolution to Authorize State's Attorneys Appellate Prosecutor and to Appropriate the sum of money not to exceed **\$11,000.00**. Motion by Gasparich, second by Plunkett. All in favor, motion carried. (For copy of all resolutions, see Resolution Book 13, pages 239-260).
8. **County Trustee Activity Report -Update:** Trustee report is in Board packet for review.
9. **Finance Committee Priority List -Update:** Gasparich reported the committee discussed starting a trust fund or rainy day fund after \$3.5 Million in reserve is reached. The first priority is to keep the County running as we are in the service business and our business is serving the citizens of Montgomery County.
10. **2014 Finance Committee Meeting Dates & Time -Approval:** Gasparich reported the committee discussed the meeting dates and times. The meetings will stay on the first Monday of the month and will start at 8:15 am. **Motion by Gasparich, second by Bathurst to approve the meeting dates for 2014 with a start time of 8:15 am. The September meeting will be on September 8th, 2014. All in favor, motion carried.**
11. **Other Business:**
- Gasparich reported regarding the new Health Care Reform Act, there will be additional discussion in the future.
 - **Data Offsite:** Gasparich reported that Bill Purcell has been checking for prices to keep data offsite in a secure area in case of an emergency or disaster to get the files back if needed. Committee will be looking more into this.

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

1. **Collections -Update:** October - **\$123,763.19** (New System **\$123,520.85** Old System **\$242.34**)
2. **Table Top Exercise -Update:** Savage reported there was a Table Top exercise held at the Free Methodist Church in Hillsboro on October 21st, 2013 that covered antibiotics distribution in the County if there was an anthrax outbreak. He stated we are only as good as our last practice, and we have to plan on how we would meet challenges. Everyone needs to be aware that we need constant practices and Director Holmes will have more practices for various scenarios.

3. **AED/CPR training (AED- Automated External Defibrillator) –Update:** Savage reported Holmes will make AED and CPR training available and he recommends all employees and Board members get the training. Savage stated Committee discussed scheduling the training in February.
4. **Code Red Emergency Notification System -Update:** Board Chairman Hertel stated that the Sheriff's Department Staff is attending classes for the Code Red Emergency Notification System. He stated that the system is operational now at an introductory level and a press release will be sent encouraging citizens to add their cell phones to this notification system.
5. **Mitigation Plan Meeting -Update:** A new date for next Mitigation Planning has been rescheduled for February 18th, 2014 at 7:00 PM at the health department. Director Holmes will send out letters to all that were on the original list of participants. Savage and Holmes will visit some municipalities relating to the Mitigation Plan.
6. **New ESDA Ordinances for Municipalities -Update:** Holmes reported that the committee needs to look at asking all Jurisdictions in the County to do a new ESDA ordinance and update all information including their NIMS compliant personnel. Holmes stated that after looking through old files, she found that most places have a "Civil Defense" ordinance and some date back to the 1950's. Most of the people on the list were deceased. Holmes will put materials together and have Assistant State's Attorney Wilson approve it before it is sent out.
7. **Committee Meeting Dates for 2014 -Approval:** Savage reported the committee reviewed the dates and times for 2014. **Motion by Savage and second by Webb to approve the Committee meeting dates as presented with one change in November. All in favor, motion carried.**
8. **Other Business:**
9. **Board Room Acoustics -Approval:** Savage reported that the acoustics in the County Board room need addressed. **Motion by Savage, second by Graden to have IT representative Bill Purcell bring forward a plan to improve the acoustics in the County Board room. All in favor, motion carried.** Savage was referred to the Building and Grounds Committee for more information.
 - Director Holmes again thanked the Health Department for sending four employees to counsel the Litchfield emergency responders after the car accident on I-55. She stated that crisis teams are needed in our County.

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

1. **MCEDC -Update:** Hampton+Knodle introduced MCEDC Executive Director Lindsay Wagahoff who gave an update to Full Board members. She stated that she completed four-day training in Naperville on Economic Development. Her other activities include assisting with employee support after the recent mine closure in Farmersville, coordinating with DCEO, touring the Coffeen Power Station to track the merger process of Ameren/Dynegy, assisting with recruitment for the LLCC Training grant, and coordinating grants that are available to cities for demolition of buildings. Plunkett asked if municipalities need to own these buildings to qualify for demolition grants and Wagahoff replied they only have to be able to secure the property. She said that the next MCEDC meeting is Tuesday, November 19th at 4:30 pm in the Conference Room of the Historic Courthouse in Hillsboro.
2. **Revolving Loan Fund Report -Update:** Hampton+Knodle reported that the RLF board met on October 23rd, 2013 and she distributed copies of questions and concerns which need to be addressed when revising the RLF policy and procedures. She stated that RLF board members are working on clarifying the policy for participants and the County. Assistant State's Attorney Betsy Wilson will also meet with MCEDC Executive Director Lindsay Wagahoff concerning these clarifications, and the committee will review them in the next month.

3. **Mineral Trust Fund -Update:** Hampton+Knodle stated she had asked for Committee members' thoughts about setting aside coal funds for a rainy day fund and asked them to think about priorities how to invest for a long term for the County. Capital investment, durable goods and other criteria will be discussed. Hampton+Knodle will send out a thought paper to share with committee members.
4. **Central Illinois Economic Development Authority -Update:** Hampton+Knodle reported that the CIEDA board passed an order to issue a bond for a \$6 million housing development rehab project. Should hear something soon within the next 60 days. She reported non-profits such as YMCA, Fusion, etc. can participate.
5. **Planning Commission Recommendations -Update:** Hampton+Knodle reported the next meeting is rescheduled to be held on Thursday, November 21st at 5:30 p.m. at the Courthouse Annex in Hillsboro and the commission will be working on structural improvement permits and addressing high-accident areas of Montgomery County. Gasparich stated that Highway Engineer Smith should have input for the roads and bridges information and asked that the Hazardous Mitigation Plan be reviewed as a part of this process for further information. Deabenderfer reminded Board members that previous Highway Engineer Ruben Boehler is still on the Planning Commission as a private member, and will have input also. Beeler stated the Planning Commission covered the land use portion at the last meeting, even though Smith was absent. The next meeting's focus will discuss Economic Development.
6. **2014 Economic Development Committee Meeting Dates & Time -Approval:** **Motion by Bishop, second by Martin to approve the meeting dates as presented with two changes. All in favor, motion carried.** Hampton+Knodle reported there may be another date changed next month.
7. **Other Business:**
 - **Enterprise Zone Conference in October 2013:** Hampton+Knodle reported Chris Daniels and Lindsay Wagahoff attended this conference and changes to the Enterprise Zone process are ongoing.
 - **Farmersville Coal Mine:** Hampton+Knodle reported she had significant conversation with ADAA regarding its closure.
 - **Grain Belt Clean Line:** Hampton+Knodle reported this is the transmission line from Kansas and she is still waiting for information on this project.
 - **Ameren Transmission Lines:** Hampton+Knodle reported that at this time, these lines look like they will not come through Montgomery County.

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

1. **HVAC at Courts Complex -Update:** Sneed reported we just received and signed the "Notice to Proceed" paperwork sent by Hurst Rosche Engineers for the HVAC system at the Courts Complex and also received the Certificate of Liability Insurance. Bishop asked about the heat issue at the Courts Complex building and Sneed replied we are getting new controls for heat and this will help.
2. **Maintenance Issues and Report -Update:** Sneed reported there is some plaster work that needs to be taken care of in the basement elections storage room. The committee also discussed addressing the first floor men's restroom to make it ADA compliant and gave approval for Bob Sneed to proceed.
3. **Schindler Elevator Service issues -Update:** Sneed reported we had a problem with the elevator in the Historic Courthouse which went down late afternoon on Thursday. Schindler was called to be here first thing Friday morning but they didn't come until after lunch. The B & G committee discussed the necessity of having the elevator working and that it may be necessary to pay for overtime to fix it. The committee approved for maintenance employees to notify Committee Chairman Bob Sneed when the elevator goes down so he can evaluate the need for overtime on a case by case basis. Beeler stated a concern of not having a ramp to enter or exit the building. Plunkett stated first responders and the local fire department are aware of employees who have accessibility needs in the building so they can be carried out.

4. **Cleaning Service for the Courts Complex Building -Update:** Sneed reported the current cleaning contract for the Courts Complex building will expire in February and the committee will continue this discussion at the next meeting.
5. **Remodel Basement Office for Early Voting -Update:** Sneed reported that a fan-fold “Accessible Entrance” sign will be put out at the ground level handicap accessible door area. The temporary sign will be put out each morning and taken in at the end of each working day.
6. **2014 Building & Grounds Committee Meeting Dates & Time -Approval:** The Committee reviewed the 2014 meeting dates and there was one conflict for July 4th. The committee decided to move their meeting date up one week to Friday, June 27th, 2014. The committee also decided to change their meeting time to 1:00 pm each month. **Motion by Sneed, second by Bishop to approve the 2013 committee meeting dates and time as presented. All in favor, motion carried.**

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

ANNOUNCEMENTS: Chairman Hertel announced the following:

1. **Tour of Montgomery County Highway Department is postponed until spring.**
2. **A thank-you note for the memorial gift was received from the Donald Sneed family.**

SCHEDULE CHANGES: Chairman Hertel announced the following:

1. **Special Personnel Committee meeting with FOP scheduled for Thursday, November 14th was cancelled and will be rescheduled.**
2. **Special Joint Committee meeting for Personnel Committee and Finance Committee to discuss the Affordable Care Act is Thursday, November 21st at 4:00 p.m.**
3. **Regularly scheduled Personnel Committee on Thursday, November 21st is changed to 5:00 p.m.**

APPOINTMENTS:

1. **Motion by Gasparich, second by Martin to Reappoint Tom Rogers to the 911 Board beginning November 8th, 2013 through November 2014. All in favor, motion carried.**
2. **Motion by Webb, second by Branum to Reappoint Rick Robbins and Dave Weir to the 911 Board beginning November 8th, 2013 through November 2016. All in favor, motion carried.**
3. **Motion by Martin, second by Miles to Reappoint Lynn Shepard and Joe Gasparich to the 911 Board beginning November 8th, 2013 through November 2017. All in favor, motion carried.**

PUBLIC COMMENTS: None

PAY BILLS:

1. **Approval to Pay Any Invoices to Adams, PC or Books & Moore and to A&D Electrical Supply:** Motion by Bathurst, second by Wendel to pay any invoices for Adams, PC or Books & Moore and to A&D Electrical Supply. Voice Vote: In favor – 19, Against – 0, Absent – 0, Abstain -2 (Moore), (Ronen). Motion carried.
2. **Motion by Sneed, 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 2013.**

Update/Approval Executive Session to Discuss Recycling Union Contract Local #773:

- Motion by Bathurst, second by Martin to Enter into Executive Session. All in favor, motion carried. Time: 10:40 a.m.
- Motion by Martin, second by Ronen to Come Out of Executive Session. All in favor, motion carried. Time: 10:50 a.m.
- Motion by Bathurst, second by Gasparich to approve the three year Union Contract with Laborers' International Union of North America Local 773, the Recycling Department. All in favor, motion carried.

ADJOURN: Until the Full Board Meeting on Tuesday, December 10th, 2013 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Gasparich, second by Moore to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 10:52 a.m. Minutes respectfully submitted and recorded by Montgomery County Clerk and Recorder Sandy Leitheiser.

Montgomery County Board

Minutes

For Tuesday, December 10th, 2013 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, December 10th, 2013 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 - 20 members present, 1 member absent. Heather Hampton+Knodle came after roll call, so roll was changed to 21 members present, 0 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 member Richard Wendel.

Mileage and Per Diem Approval: Motion by Bishop, second by Webb to approve the mileage and per diem. All in favor, motion carried.

Approval of Minutes of Previous County Board Meeting:

Motion by Kuchar, second by Martin to approve the Minutes of the Previous County Board Meeting held on Tuesday, November 12th, 2013. All in favor, motion carried.

Chairman Hertel recognized member Bonnie Branum who will be retiring from the board after the November, 2014 Election after many years of service on the Montgomery County Board. Members gave Branum a round of applause in appreciation.

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.
- 4. County Treasurer's Report** – Ron Jenkins was present for questions and stated the budget books are now available and that they were bound together by the Health Department and the photo of the power plant on the front cover was submitted by EPA officer Bill Gonet.
- 5. G.I.S. Coordinator's Report** – Mary Purcell was present for questions.
- 6. Health Department Report** – Hugh Satterlee was present for questions and stated the Health Department still has flu vaccines available.
- 7. Probation Officer's Report** – was submitted.
- 8. Public Defender's Report** – was submitted.
- 9. Sheriff's Report** – was submitted. Chairman Hertel stated Sheriff Vazzi will arrive later at today's meeting.
- 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 Graden, second by Gasparich to approve the 11 items on the Consent Agenda. All in favor, motion carried.

LIAISON REPORTS: **911 Board** – Webb reported the board has not met. **CEFS Board** – Robinson reported the CEFS board meeting was cancelled due to weather, and stated that the CIPT Representative couldn't attend today's meeting for a scheduled presentation, so she read his email providing an update on the program (For copy of email, see Resolution Book 13, page 262). Robinson reported that two CIPT Representatives

will come to January's Full Board meeting. **CIEDA** – Hampton+Knodle reported that the project including a \$6 Million bond has a deadline coming up on Saturday and that she has been talking with the Governor's office. **Health Dept.** – Martin had nothing to report. **IL Assoc. of County Officials** – Chairman Hertel reported that he attended the seminars at the IACO conference in Chicago, and one session was on what to say and what not to say at a news conference. He stated he enjoyed going to the conference and found the meetings interesting. He said that Macoupin County ROE Larry Pfeiffer is the new president of IACO. **MCEDC** – Ronen reported that there are six new members to MCEDC. He introduced Jamie Hires as the newly hired Grant Writer and Tobin Ott as their new Communications Director. MCEDC Director Lindsay Wagahoff reported that no municipality has applied for the municipal clean up grant before its deadline, however, some municipalities participated in a webinar and they will be more prepared to apply for the grant next year. **MCWC** – Branum reported that the MCWC is still working on Phase 5 getting easements and the letting will be the last of January or the first of February, 2014. **Planning Commission** – Beeler reported that they met on November 21st and stated that many Economic Development goals of the plan are already being done on a daily basis through the MCEDC. She reported that they continue to work on road safety needs and the identification of high accident roads, and stated that the Sheriff's Department gave her maps which she will share with the Highway Department with the goal to improve the safety of County roads. Beeler asked that members continue to report information about high-accident areas on County roads. **Senior Citizens Board** – Bishop reported the Christmas party was held on Saturday and the board is discussing ideas to save on their budget. **UCCI** – Miles had nothing to report. **U of I** – Graden reported the next meeting is in March. **VAC** – Sneed had nothing to report. **WCDC** – Wendel had nothing to report.

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT: Given by Chairman Roy Hertel as follows:

1. **CEFS Central Illinois Public Transit Monthly Progress Reports -Update:** Chairman Hertel stated that the report is included in Board packets.
2. **Code Red Notification System -Update:** Chairman Hertel reported an emergency notification test was run in Irving with a boil order and the notification system does work. He stated if you have a landline phone, it will already work, but residents should enter cell phones into the system. Beeler gave a presentation on how to sign up for Code Red on the Montgomery County website.
3. **R.O.E. Quarterly/Annual Report -Approval & R.O.E. Consolidation -Update:** ROE Superintendent Marchelle Kassebaum gave her Annual and Quarterly Report, during which she reported that The Learning Express Birth to Three Program received a Parents as Teachers National Quality Endorsement for Excellence in program operations and services to families with a 98% score. Chairman Hertel reported that he attended the State Board of Education hearing in Chicago last week and the outcome was terrible. He and Representative Wayne Rosenthal spoke at the hearing in support of keeping the Christian/Montgomery County Regional Office of Education as a standalone district. Chairman Hertel stated that the Illinois State Board of Education told ROE Superintendent Marchelle Kassebaum a month ago that everything was okay and her office would not be consolidated, but at the hearing she was told we would have to consolidate. Hertel said that Assistant State's Attorney Betsy Wilson reviewed the laws and determined that ISBE has followed the law and Chairman Hertel stated there is not much we can do about the situation. Kassebaum spoke to the County Board and thanked Chairman Hertel for making the trip to Chicago and speaking on behalf of the ROE. She stated Hertel made a great impression in speaking on the County's behalf and Rep. Rosenthal was also there in defense and support. School board members from our region were also in the Chicago area for a conference, and they attended. Kassebaum thanked everyone for their support and explained that nine ROE's with a population under 61,000 are to consolidate and the final map shows 35 ROE units. As a result of the hearing, the Christian/Montgomery County ROE will consolidate with the Bond/Fayette/Effingham County ROE. Bond/Fayette/Effingham ROE Superintendent Julie Wollerman will now run for the position and Kassebaum will become the Assistant Superintendent of the newly formed ROE. Kassebaum stated her term ends on July 1st, 2015. Plunkett asked what

happens now to the Regional Board of Trustees and Kassebaum replied the board meets the second Monday in January and they will discuss their future at this meeting. County Clerk Leitheiser reported that trustees are elected next in April 2015 so there is time for the legislature to act to make changes to their membership structure. Chairman Hertel stated we will need to schedule a meeting with all five counties to discuss the budget soon.

ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Gene Miles as follows:

1. **Red Ball Trail -Update:** Miles reported that a ten day notice letter was sent by certified mail to the contractor who built the Red Ball Trail. There has not been a response yet.
2. **Irving North Bridge -Update:** Miles reported The Irving North Bridge construction is complete and the bridge was opened last Tuesday and stated the crew did a nice job.
3. **2014 Fuel Letting Date -Update:** Miles reported the Fuel letting will be at the next regular monthly meeting in January.
4. **2014 Rock Letting Date -Update:** Miles reported the Committee discussed meeting dates and the Rock letting is scheduled for a special meeting on Wednesday, January 22nd at the Highway Department at 9:00 am.
5. **New Equipment Purchase -Approval:** Miles reported that the Highway Dept.'s Ford Tandem Truck #14 is from the late 1990's and needs to be replaced. Smith reported that he checked with the State bid and these trucks cost about \$109,000 which includes the bed. There has been money allocated in the FY 2014 budget for this expense out of Road & Bridge equipment purchase. Smith stated the old truck will be sold by sealed bid and hopefully a municipality will want it. Miles stated the committee would like to sell the 11 foot plow and get a 12 foot plow at a cost of about \$6,800. **Motion by Miles, second by Branum to approve the purchase of a new tandem truck from Road & Bridge Equipment Purchases funds. ROLL CALL VOTE: Ayes – 21, Nays – 0. Motion carried. Motion by Miles, second by Martin to approve the purchase of a new 12 foot snow plow. All in favor, motion carried.** Miles stated the old plow will be sold by sealed bid.
6. **Courthouse Parking lot -Update:** Miles reported the Highway Department will have some rock delivered and spread at the parking lot across from the Courthouse Complex. Coordinator Daniels will get a memo out to the employees at the Courthouse Complex to advise them when the parking lot will be closed. Engineer Smith will get information regarding the costs to expand that parking lot and report his findings to the Building and Grounds Committee. Miles stated the Road & Bridge Committee and Building & Grounds Committee will work together on the billing issues.

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

1. **MCEDC -Update:** Hampton+Knodle reported the next Meeting will be held on Thursday, January 9th, 2014 at 4:15 pm in the Conference Room of the Historic Courthouse. The MCEDC will schedule the Annual Meeting in March 2014. Hampton+Knodle stated that MCEDC Director Wagahoff attended an Economic Development five year, long term planning meeting at DCEO. Hampton+Knodle stated there has been more interest on the Diamond Zinc plant and Wagahoff is working on getting information regarding the site cleanup.
2. **Revolving Loan Fund Report -Update:** Hampton+Knodle reported that she received a couple of phone calls from restaurants regarding their non-compliance with the new food ordinance. They have to address issues and were told to contact the County for money to help them comply with the new food ordinance. MCEDC Director Wagahoff informed the restaurants that this is not free money. Hampton+Knodle talked with a few banks and addressed the Economic Development Committee to see about creating a "micro revolving fund loan" in order to help businesses with a smaller loan that would be a low interest rate and the loan would be paid back quicker. The County does not have the authority to be the direct lender, so the business would still have to go through a bank. Hampton+Knodle also stated that we can't set up a program that is directed towards a certain business. The Economic Development Committee decided to let the Revolving Loan Fund work as it currently does. They are in the process of reviewing RLF Policies and Procedures. Moore asked about the sale

of the Sorellas building which was in bankruptcy and Hampton+Knodle reported the County will take a loss of \$48,650 from the RLF as a result of this bankruptcy and the property was sold by the bank at a loss to a religious entity. Hampton+Knodle stated there are some problems with being in second position in the RLF and when reviewing the policy and procedures, we should look at revising it so that the County would share in first position. Deabenderfer stated he wishes the partnering bank would tell us who they are selling to because in this case a religious group doesn't pay real estate taxes. Chairman Hertel agreed with Mr. Deabenderfer and stated we had no choice in who the bank sold the property to, but it would have been nice if they had talked to the chairman of the Economic Development Committee in advance of the sale. Per Assistant State's Attorney Wilson, we were not a mortgagor on the property. The County didn't sign a lien release.

3. **Mineral Trust Fund -Update:** Hampton+Knodle reported that the committee discussed a separate fund with the primary intention for Economic Development long term goals in Montgomery County. She stated a portion of the coal money would be invested to make sure we keep up on infrastructure needs and we will need to have discussion on what ratio will work for investing in the County.
4. **Central Illinois Economic Development Authority -Update:** Hampton+Knodle reported that she called the CIEDA Executive Director regarding the status of a bonding project. Hampton+Knodle will get background sheet regarding CIEDA so committee members will know what this organization is and what they do.
5. **Planning Commission -Update:** Hampton+Knodle stated that the Planning Commission met on November 21st and worked on the transportation component of the Plan, and next the committee will be discussing Goal #3 – regarding the Workforce Preparation Task Force and the Workforce Investment Board. The Planning Commission will review all the recommendations and present a summary to the Coordinating Committee before it goes to each committee. After Planning Commission changes are approved by Committees, the Full Board will then need to make a resolution to amend and accept the Comprehensive Plan updates and changes. The next Planning Commission meeting will be in February 2014.
6. **Economic Development 2014 Committee Meeting Dates -Approval:** Committee reviewed their meeting dates and moved their June 2014 meeting back to the 4th. **Motion by Hampton+Knodle, second by Beeler to change Economic Development Committee meeting date back to the June 4th, 2014. All in favor, motion carried.**

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

Ambulance Call Reports:

A summary of monthly operations for **October 2013** is as follows:

Total calls: 354 Total amount billed: \$196,038.30 Amount collected: \$123,763.19

A summary of monthly operations for **November 2013** is as follows:

Total calls: 297 Total amount billed: \$153,632.20 Amount collected: \$107,865.89

Collections: \$107,865.89 (New System \$107,561.09/ Old System \$304.80) Savage reported collections are on schedule.

EMA:

1. **Informational Meetings -Update:** Savage reported there will be four informational meetings with Mayors and Township Officials set up in the following municipalities: Waggoner, Litchfield, Hillsboro and Nokomis. The meetings will consist of explaining protocol during a major event, advising a local government on how to report to EMA for possible reimbursement for their community and what services they may need for clean-up of an area.
2. **CPR/AED Training -Update:** Savage reported that CPR/AED Training has been scheduled for Thursday, February 13th, 2014. There will be 3 classes: 0800-1000, 1030-1230, 1330-1530. They would like no more than 10 per class, however would consider 1 or 2 over that limit in order to get everyone in. Savage encouraged all County Board members to get the training. Chris Daniels will have a sign-up sheet to take names of Board members and will send out an email to all County offices.

3. **LEPC Meeting -Update:** Holmes reported that we are unable at this time to get the IEMA LEPC coordinator to come to a meeting. He is not able to do any meetings after 5 PM and will advise Holmes at a later date.
4. **Fire Extinguishers & Material Safety Data Sheets -Update:** Savage reported that the insurance carrier requested that the fire extinguishers be checked each month. The committee discussed having Lloyd Meyer complete a check off list each month and the need to come up with a policy and procedure to obtain and store the Material Safety Data Sheets in case of an emergency. Director Holmes was instructed to call Tom Franzen from ICRMT to have him advise her of where the insurance company thought we should keep the MSDS sheets.
5. **Training Exercise for 2014 March 4th -Update:** Savage reported that the Annual State Wide Tornado Exercise will be held on March 4th, 2014.
6. **Weather Spotter Class -Update:** Savage reported that a Weather Spotters Class has been scheduled for February 6th at the Hillsboro Moose Lodge from 6:00 PM to 9:30 PM with food at 6:00 PM.
7. **Mitigation Planning Meeting -Update:** Savage reported the next mitigation planning meeting will be February 18th, 2013 at 7:00 pm and will be held at the Health Department.
8. **Audio in Board Room – Update:** Savage reported Bill Purcell is looking into options for better audio in the County Board room.
9. **Montgomery Medical Reserve Corporation -Update:** Health Department Administrator Hugh Satterlee spoke to the Board at Savage's request about volunteers needed during disasters in our area and outside the County. He stated that people don't need to be trained in the medical field, but must be registered with the Medical Reserve Corporation as a volunteer. An application must be filled out and credentials will be checked. Satterlee also stated that the Health Department will contact the volunteers in case of a disaster, but they are not required to go to the disaster sights. We currently have about 142 volunteers registered. EMA Director Diana Holmes stated a volunteer cannot self-deploy, and there must be a request first from the Health Department, the Sheriff's Department or herself. Savage stated that each board member represents their area of the county and if there was an emergency situation, the Health Department may need to call on them for help.

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

1. **Elections -Update:** County Clerk Leitheiser shared a list of the County Candidates who filed for the March 18th, 2014 General Primary Election. Beck reported that everything is going well for the new early voting area in the basement of the Historic Courthouse, and ADA signage directing the public to the basement area has been provided.
2. **Recycling Program and Events -Update:** Beck reported we will receive another grant for the 2014 electronics recycling drive scheduled for April, 2014. The event will be advertised in the newspapers, WSMI radio and notices will be given to the schools.
3. **EPA Report -Update:** Beck reported Bill Gonet shared information regarding the regional landfill capacity report. Everything has been running OK at the Envotec landfill. There will be a re-evaluation of the Bishop landfill in January or February.
4. **Animal Control Facility and Program -Update:** Beck reported:
 - Animal Control Intake Summary: Volunteer hours are up from last year. Euthanasia rate is 4.5%.
 - Update on Revenues & Expenses: Took in more revenue than projected and there were more expenses with personnel and with more animals at the facility. Food and vet expenses increased a little.
 - Rabies tag increase goes into effect January 1st. 2014. Richardson will get a notice to all the Veterinarians regarding the rabies tag increase.

5. **Animal Control Ordinance -Update:** Beck reported the Committee reviewed a draft of the revised Animal Control ordinance and will address the issue of barking dogs in the rural areas of the County. The Committee is looking into a proposed change in the ordinance to implement an annual license fee for anyone selling cats or dogs. The Committee would like more information presented at their next meeting in January. A draft of the revised ordinance will then be given to the full board to review for one month.

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

1. **Early Voting Room Lighting & Switch Changes -Update:** Sneed reported that there is a need for additional lighting above the voting booths in the new election room. Leitheiser shared an estimate for the lighting and electrical work to add an additional switch so that the lights in the election room would not be on at the same time as the lights in the hallway. Leitheiser has received a \$ 1,900 grant from the Help America Vote Act to help pay for the additional lights. The committee approved the proposal from Hillsboro Electric in the amount of \$1,310.15 to install the additional lighting and switch.
2. **Panic System -Update:** Sneed reported that the Committee approved Ray Durston's proposal from Wareham's Security to install a wireless receiver on the third floor of the Historic Courthouse, a second wireless button at the front counter and install four additional wireless panic switches in case of emergency on the second floor for a total of \$1,185 for the parts and labor.
3. **HVAC at Courts Complex -Update:** Sneed reported that the contractors are here today and that a pre-construction meeting was held on December 3rd, 2013. Sneed also stated that Hurst-Rosche submitted a grant to DCEO for \$10,000 to help pay for the project.
4. **Maintenance Issues and Report -Update:** Sneed reported that the new tank for the generator at the Courthouse Complex will be delivered and installed shortly. Lloyd Meyer is working on the boiler at the jail. Sneed stated that we are at the point where things will need to be maintained in all buildings.
5. **Parking Lot Across from Courts Complex -Update:** Sneed reported Highway Engineer Kevin Smith shared a proposal to rock the parking lot across from the Courts Complex and the committee will be working on this with the Road & Bridge Committee to provide more parking.
6. **Cleaning Service for the Courts Complex Building -Update:** Sneed reported the Committee approved to hire a part time person to clean the New Courthouse after hours and the current cleaning service would be eliminated in order to save money. He reported that the part time position would be four to five hours per day with no holidays and no benefits and said the union has no problem with this proposed part time position.
7. **Surplus Auction -Update:** Sneed reported the surplus auction will be held on Thursday, December 19th.

FINANCE COMMITTEE REPORT: Given by Chairman Joe Gasparich as follows: Gasparich acknowledged former board member Terry Bone who was in the audience. He also spoke of the utter devastation in Washington, Illinois as he spent time helping out there after the tornado disaster, and stressed the importance of proper Emergency management at the County level here in case of a similar event.

1. **GIS Work Group Report -Update:** Megan Beeler gave a presentation to the Full Board on Flyover Investment and Updating Property Management. (For handouts, see Resolution Book 13, pages 263-268).

- **Flyover Investment:** The GIS Work Group is recommending the Pictometry Oblique Imagery Flyover with a 6” resolution for municipalities and 9” resolution for the rural areas. Beeler explained besides an overhead view, the pictures also give us side views and an almost 3D effect that spins around entities. Entrances and windows can be detected for emergency purposes. No interest is charged and it is spread over a six year period for a cost not to exceed \$187,782, with Year 1 investment at \$29,751. With Pictometry, there is a six year agreement with an optional cancellation in the fourth year. In the fourth year, there is a second flyover option with an opt-out clause provision. “ChangeFindr” software that catches new additions to property between the two flyovers is included for about \$9,000, which will give us the possibility for increased assessment when new or improved structures are added to the tax rolls. Beeler stated that with the new tax revenue we are currently missing being added to the assessment rolls, it would more than pay for itself. She stated that real estate agencies can use this software and it can be also used for economic development purposes. Beeler reported that the county spent more on our last flyover in 2002 (\$150,000), than this product will cost. Hampton+Knodle asked if we could put existing parcels in the system and use “ChangeFindr” software with the first flyover and current data and Beeler replied it would not be worth the money to use “ChangeFindr” now as the picture resolution is much better with the new flyover. Beeler stated the flyover could take place as soon as March 2014 and will tie data to pictures. She stated there will be a decrease in counter time and requests in County offices with higher productivity in the Assessments office and GIS office. Deabenderfer asked what this does to the township assessor’s job and Beeler replied they are elected officials so this information can only help them. Deabenderfer is concerned about the “big brother” having our information and Beeler stated this data is already public information, but understands his concerns. She said we are far behind in GIS as compared to other counties. Kuchar asked if surrounding counties have a similar website, Mary Purcell stated that Cass County and Christian County has a similar website, among others. Moore asked if we have to provide GIS services, and Beeler replied that we do not. Leitheiser stated the county needs to have a Plat Act Officer who oversees the proper division of land according to State Law. Moore asked who will pay for the service and Beeler replied there is a potential of subscriptions to the system, but other counties’ systems are not subscription based. Moore asked how we would get money back and Beeler replied through increased assessment. Beeler provided numbers from Beacon for Cass County with a population of 13,000. There were 228,731 requests for information on the website or 676 requests per day. They had 81 visits per day with counter hours and figured about 25 or so counter hours are saved. Beeler stated Morgan County has both systems and they have seen an increase in need and their first investments paid for themselves. Plunkett stated in terms of revenue streams, the \$10 recording fee originally set which is now \$20 for GIS has not paid back the initial investment, and additionally, the county has put \$300,000 from coal money into GIS. Graden asked where the money will come from and Gasparich replied we budgeted the money this year for a flyover. Gasparich stated that there is additional opportunity to sell the data sets of newer data. He stated it gets harder to manipulate the old data which takes longer staff time and new data sets will take less time to manipulate. He stated it may cost more in the long run if we wait on this. Miles asked if the committee feels we should go with this and Gasparich stated the committee feels we don’t have a choice, it’s a digital world and data sets have to be comparable to what people want. Beeler reported that Enterprise Zone and TIF maps could be available for sight selectors and be more efficient. Deabenderfer stated the Board made the commitment in 2003 to go with the GIS system and we need to keep the flyover updated. Chairman Hertel reported members were given the Montgomery County EAV History spreadsheet with \$205 Million in 1977 and \$394 Million in 2012. (See Resolution Book 13, page 269).

- **Updating Property Management –Beacon Presentation:** Beeler reported that this software takes our current DevNet information and puts it on the web based system. The Web Design with comparable search and account management would cost \$39,740 over a four year period, and there is an option to renew in year five for \$9,000 to continue with services. The information from DevNet would be uploaded to the online system every 24 hours or at a minimum up to one week. All training for employees is provided by the vendor. The total project investment cost of \$227,522 would be paid for over a six year period. The two contracts were reviewed by Assistant States Attorney Wilson, who has approved their use. The Full Board will review all the Flyover and Beacon information for one month and take action at the January meeting.
2. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report -Update:** Last month revenue was \$302,000. The board members reviewed the reports that were provided by Treasurer Jenkins. (See Resolution Book 13, pages 270-271).
 3. **Other Business:**
 - **Coal Fund Reserves -Update:** Gasparich reported the Finance Committee will make a recommendation on how much percentage of the Coal Funds should be put into reserve and bring it to Full Board. The General Fund current balance is \$2.6 Million. Money borrowed for expenses have been paid back, but we will be borrowing from that fund to cover expenses again in 2014.
 - **Employee Life Insurance -Approval:** Gasparich reported the committee discussed and approved to offer and pay for basic Life Insurance for all full time County Employees, as is now required by the federal Affordable Care Act. He stated that currently employees on the Health Insurance have a \$25,000 per year term life insurance policy that expires when the employee leaves County employment, and the cost is \$5 per employee per month. With the new health care legislation, we have to offer this benefit to all employees, not just those who have the County Health Insurance. Moore asked who pays the premium and is it mentioned in union contracts and Chairman Hertel replied the County will pay the premium and life insurance is not mentioned. Hampton+Knodle asked how much this would cost. Treasurer Jenkins replied that we pay \$7,200 per year now and it will increase to about \$9,000 per year with 30 more employees on the plan. **Motion by Gasparich, second by Deabenderfer to approve that the County offer and pay for the basic Life Insurance policy to all full time County Employees. Voice Vote: No – Hampton+Knodle. Motion carried.**
 4. **Senior Citizen Social Services Vouchers -Approval:** Gasparich stated that the Tax Levy was approved at Full Board on November 12th, 2013 and he reported the following vouchers to be paid: Montgomery County Health Department Social Services for \$23,000, County Senior Center for \$24,700, Coffeen Senior Club for \$1,700, Hillsboro Senior Club for \$3,500, Litchfield Senior Club for \$5,000, Nokomis/Ohlman/Witt Senior Club for \$1,200, Raymond/Harvel Senior Club for \$1,000, Montgomery County Golden Circle (CEFS Nutrition Program) for \$20,000. **Motion by Gasparich, second by Bathurst to Approve Payments to Senior Citizen Social Services. All in favor, motion carried.**
 5. **Employee Holiday Luncheon -Update:** Deabenderfer asked about the employee holiday luncheon and would like the board to vote to keep the luncheon. Gasparich reported that some elected and appointed officials at budget hearings thought we should not spend money for this expense, and they also heard that some offices have their own luncheons. Deabenderfer and Kuchar moved to sponsor the Holiday Luncheon but withdrew their motion after County Clerk Leitheiser and Assistant State’s Attorney Wilson stated that this action item was not posted on the agenda so no action can be taken. Treasurer Jenkins stated that the Board had not made a motion to drop it so he didn’t feel a motion needed to be made to reinstate it. Chairman Hertel stated that it costs around \$2,500 for the catered meal and there is approximately \$700 left in the Employee Awards line item. Gasparich stated Chris Daniels will poll employees this afternoon to see how many would want a luncheon and proceed to sponsor it if enough interest is shown.

PERSONNEL COMMITTEE REPORT: Given by Chairman Mary Bathurst:

1. Special Joint Meeting with Finance & Personnel -Update:

- **Discuss Affordable Care Act:** Travis Schmidt and Jolie Burriss from Health Insurance Carrier Consociates Care Group provided a handout that explains the Health Care Reform Timeline that started in 2010. Bathurst reported they did a great job in their explanation and they stated that the County is in good shape and complies with all the mandates of the Affordable Care Act.

2. Workplace Wellness Program -Update: Bathurst reported the Committee discussed further review is needed regarding the financial impact on the proposal to have a “Wellness Program” for all County Employees and Jessica Chappelle and Rex Brown from Hillsboro Hospital and Fusion Fitness came to explain the program.

3. Personnel Manual -Update: Bathurst reported the Committee reviewed the exempt employee policy and discussed the issue of defining the work week and adjusting the sick time hours for IMRF purposes. She stated the Committee needs to clearly define the wording in the Personnel manual regarding weekly hours for salaried exempt employees. Exempt employees are not paid for a certain amount of hours, instead they are paid to complete a job regardless of the amount of hours it takes. The following language is proposed: Exempt employees are paid at a fixed salary rate with the expectation that the workload will dictate the number of hours worked with the work week defined, for the purposes of IMRF as 40 hours. The Board will review the proposed changes for one month and take action at the January meeting. **(For copy of proposed changes, see Resolution Book 13, pages 272-273).**

4. FOP Union Negotiations: The Committee met with Union Representatives from the FOP Union and has come to an agreement on the proposed union contract changes. .

5. Executive Session: At end of meeting.

Approval of the R.O.E. Quarterly and Annual Report: Motion by Webb, second by Deabenderfer to approve the R.O.E. Quarterly and Annual Report at presented. All in favor, motion carried.

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

ANNOUNCEMENTS: Chairman Hertel announced the following:

- 1. 2014 County Board Calendars are on desks along with a new Meeting Dates spreadsheet.**
- 2. Sign up for February 13th, 2014 CPR/AED Training in County Board office.**
- 3. Holiday Luncheon will be next Wednesday, December 18th, 2013 at St. Paul’s Lutheran Church.**

SCHEDULE CHANGES: Chairman Hertel announced the following:

- 1. EMA/Ambulance Committee Meeting for January has been changed to Thursday, January 2nd.**

APPOINTMENTS: None

PUBLIC COMMENTS: Resident Bill Schroeder asked about the Revolving Loan procedure. He asked how much investigation was pursued into the business models, on the locations and on the concept of these businesses, especially the business that failed. He also asked if the county has any input or ability to raise objections or did the bank take the lead on the approval of the loan. Deabenderfer stated the County and the bank looked at these factors. He also replied that one owner of the failed business put her home up for collateral and they were counting on employees from the new coal mine to patronize the restaurant. Schroeder stated the County needs to be involved more in the RLF procedure. MCEDC Director Lindsay Wagahoff stated all loans are presented to the County Board so the Board is involved in the process. They are approved by the bank and recommended to the full board. Plunkett stated a person with a MBA helped the failed business owners write their business plan, and they thought 200 coal miners and 200 prison workers driving by their restaurant would purchase their box lunch but the concept didn't succeed.

PAY BILLS:

1. **Approval to Pay Any Invoices to Adams, PC or Books & Moore and to A&D Electrical Supply:** Motion by Martin, second by Gasparich to pay any invoices for Adams, PC or Books & Moore and to A&D Electrical Supply. Voice Vote: In favor – 19, Against – 0, Absent – 0, Abstain -2 (Moore) (Ronen). Motion carried.
2. Motion by Martin, second by Miles to pay all other approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2013.

Update/Approval Executive Session to Discuss Personnel, FOP Contract, Property & Possible Lawsuit:

- Motion by Bathurst second by Miles to Enter into Executive Session for Personnel, FOP Contract, Property & Possible Lawsuit. All in favor, motion carried. Time: 11:00 a.m.
- Motion by Martin, second by Graden to Come Out of Executive Session. All in favor, motion carried. Time: 11:25 a.m.
- Motion by Bathurst, second by Plunkett to approve the Sheriff Department FOP Union Contract Pending review by the State's Attorney's Office. All in favor, motion carried.
- Motion by Bathurst, second by Ronen to re-offer to all employees who had signed a "Request for Estimate of Incentive Pay" regarding the early severance package that was submitted no later than 3:00 pm on October 4th, 2013. This offer period will be opened for seven business days from today December 10th through December 19th, 2013. All in favor, motion carried.

ADJOURN: Until the Full Board Meeting on Tuesday, January 14th, 2014 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Branum, second by Robinson to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 11:40 a.m. Minutes respectfully submitted and recorded by Montgomery County Clerk and Recorder Sandy Leitheiser.