

**Montgomery County Board
Minutes**

For Tuesday, December 11th, 2007 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, December 11th, 2007 in the County Board Chambers of the Historic Courthouse, Hillsboro, Illinois.

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

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

Members Present: Nelson Aumann, Mary Bathurst, Connie Beck, George Blankenship, Terry Bone, Bonnie Branum, Ronald Deabenderfer, Toby Dean, John Downs, Robert Durbin, Ed Helgen, Dennis Jagodzinski, Frank Komor, Sharon Kuchar, Joyce Matthews, Gene Miles, Roger Myers, Dale Ogden, Mike Plunkett, Bill Sielschott, Richard Wendel.

Members Absent: None

Pledge of Allegiance to the flag was given.

Mileage and Per Diem Approval:

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

Approval of Minutes of Previous County Board Meeting:

Motion by Myers, second by Downs to approve the Minutes of the Previously Adjourned County Board Meeting held on Tuesday, November 13th, 2007. All in favor, motion carried.

CONSENT AGENDA:

1. **Circuit Clerk's Report** – submitted.
2. **County Treasurer's Report** – submitted.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions.
4. **Sheriff's Report** – submitted.
5. **Health Department Report** – Hugh Satterlee was present for questions.
6. **T.B. Department Report** – Sally Adams was present for questions and informed members of a correction to the T.B. Report.
7. **Public Defender's Report** – submitted.
8. **Probation Office Report** – submitted.
9. **911 Report** – submitted.

APPROVAL OF 9 ITEMS ON THE CONSENT AGENDA:

Motion by Bone, second by Bathurst to approve the 9 office reports on the Consent Agenda. All in favor, motion carried.

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT: Chairman Plunkett stated that all topics discussed at the Coordinating Committee will be discussed in the individual committee reports.

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

1. **Update on Fox Avenue Relocation:** Chairman Branum reported that on December 3rd East Fork Township Road Commissioner Steve Voyles dropped off the final plat and legal description for the new ROW and drainage easement. East Fork Township Road Commissioner Voyles will sign the dedication paperwork after Ameren's signatures.
2. **Update on Bowles Bridge Repair:** Branum stated that steel was delivered on November 15th for the Bowles Bridge repair and work began on November 19th. At this time all east abutment piles have been repaired and the west abutment will be repaired as soon as weather permits.

3. **Approval of Preliminary Engineering Agreement with Allen Henderson & Associates for Section 07-00125-02-RS:** Branum deferred to Engineer Boehler who reported members about an engineering agreement for Henderson & Associates for an extension of the Farmersville overlay project. This third phase will include an overlay from the current Phase II limits to the west county line, approximately 2.5 miles. Federal Highway Administration (FHWA) required that Phases II and III be included in the Project Development Report to show a logical termination point. FHWA felt the overall project should extend to the county line since that is where the main truck generator is located. Boehler stated that the work for Henderson & Associates has expanded and a new engineering agreement was needed, and there are no State funds available for an overlay project. The committee discussed having a public meeting to inform residents on the overpass repairs. **Motion by Branum, second by Beck to approve the Preliminary Engineering Agreement with Henderson and Associates for Section 07-00125-02-RS. All in favor, motion carried. (See Resolution Book 8, pages 1-5).**
4. **Approval of Resolution #31-07 to appropriate \$800,000.00 for County Motor Fuel from January 1st 2008 thru December 31st 2008:** Boehler reported that the estimate has been approved by IDOT for the general maintenance of County Highways. **Motion by Branum, second by Helgen to approve Resolution #31-07 to appropriate \$800,000.00 for County Motor Fuel from January 1st 2008 thru December 31st 2008. All in favor, motion carried. (See Resolution Book 8, page 6).**
5. **Approval of Resolution #32-07 to use County Aid to Bridge Funds to repair SN 068-3037 on C.H. #14, Rocky Hollow Trail:** Boehler reported that the restricted bridge posting on Rocky Hollow Trail, which is located west of the Village of Butler, can be increased by repairing the damaged pier piles. Boehler estimates cost of repairs to be \$15,000. The pier piles with concrete caps will be more difficult to replace. **Motion by Branum, second by Dean to Approve Resolution #32-07 to use County Aid to Bridge Funds to repair SN 068-3037 on C.H. #14, Rocky Hollow Trail. All in favor, motion carried. (See Resolution Book 8, pages 7-8).**
6. **Update of Witt Bridge:** Boehler is working up costs for the Witt Bridge, which is located south of Witt. When costs are calculated, Boehler will bring a Resolution before the Full Board.
7. **Update on Highway Shed:** Boehler stated that the shed construction at the Highway Department is nearly complete and the electrical equipment and gutters will be finished soon. Branum stated that the employees have done a great job.

FINANCE COMMITTEE REPORT: Given by Chairman Bill Sielschott as follows:

1. **Approval of Regional Office of Education Quarterly Report:** The Regional Office of Education quarterly report was presented for acceptance. **Motion by Sielschott, second by Downs to accept the Regional Office of Education quarterly report. All in favor, motion carried.**
2. **Update of Trustee Deed to City of Nokomis:** The transferring of the deed to the Skating Rink property located in the city limits of Nokomis will be deeded over to the City of Nokomis at a later date.
3. **Update on GIS Coordinator:** GIS Coordinator Ray Durston is in Chicago this week for training.
4. **Supervisor of Assessments Report:** Chief Assessments Officer Julie Kiefer shared a report for the Supervisor of Assessments Office and Land Assessment Office. After this month, the report will be added to the consent agenda for the County Board meetings each month. New County Property Tax Computer System Company DEVNET was at the Supervisor of Assessments Office for training on December 6th, 2007.
5. **Update on Power Plant/Golf Course/Landfill Assessment:** Sielschott reported on the following:
 - **AMEREN Assessment:** Gene Stuard from the Forrestal Group reported to the Finance Committee that he will have a meeting with Joe Meyer of AMEREN to inform Meyer of what the evaluation was on the re-assessment. Two letters were prepared by Stuard for AMEREN, one on the total market value and a letter on the pollution control equipment. Stuard told the committee that most of the new improvements are for Air Pollution Control that will fall under other State incentives and not real property. The committee discussed and recommends a phase-in of the increased assessment. Gene Stuard will inform the committee about the progress of the negotiations.

- **Golf Course Assessments:** The committee discussed more fairly reassessing the county golf courses over time. Stuard will get individual proposals together for all four county golf courses with a phase-in amount for the January 2008 meeting.
 - **Landfill Re-Assessment:** Sielschott stated that Gene Stuard has spoken with other landfill appraisers and they are assessed at how much air space is permitted for a landfill. There is unclear information in the State for assessing landfills. They usually use the royalty method and not real property. Allied Waste is also seeking someone to appraise the landfill. Stuard will not do anything until the landfill gets the appraisal done
6. **Approval of Prisoner Medical Contract:** A proposal was reviewed in the committee meeting from HP Health Professionals to renew the Prisoner Medical Contract at the Sheriff's Department for 3 years in the amount of \$59,000 for the first year. **Motion by Sielschott, second by Bathurst to approve a 3 year contract with HP Health Professionals for \$59,000 the first year with a 5% increase for years 2 and 3 and will include a \$300,000 cap. All in favor, motion carried.**
 7. **Update on Senior Citizens Budgets:** Sielschott stated that a letter will go out to Senior Citizen Clubs requesting their receipts and expenses for 2007 so that they can get their tax money for the 2008 year.
 8. **Update Amendment to the 2008 Budget:** Sielschott reported that because the 1.2 million dollars in coal revenues for 2008 was received in 2007, the budget will need to be amended in October 2008.
 9. **Update on late Property Taxes 2006 Taxes- 2007:** Member Ed Helgen stated that he has several complaints regarding tax payers receiving their tax bills showing that they owed no taxes and needed clarification, and member Sharon Kuchar stated she also had similar calls. Sielschott said that tax payers will need to call the Treasurer's Office to get this information, and pledged to provide members with an answer to this question after the meeting. *(Sielschott discussed the matter with Treasurer Jenkins after the meeting, and a memo was provided to board members at the Dec. 13th, 2007 Special County Board meeting- See copy in Resolution Book 8, page 9).*

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

1. **Update on Elections:** Durbin stated that the deadline for write-in candidates for the February 5, 2008 General Primary Election was Thursday, December 6th, 2007. There was only one candidate anticipated to file for Democratic Precinct Committee representative in Grisham #2 precinct. Durbin stated that Clerk Leitheiser advised the committee that three Public Questions have been filed for the February Primary Election, including tax increase questions for New Douglas Fire District and the Litchfield Park District and the creation of a Litchfield Fire Protection District. The election preparation is underway and proceeding as scheduled.
2. **Approval of Recycling Center Facility:** Durbin reported that the tube heaters at the recycling facility in Hillsboro need to be replaced. C&C Heating and Cooling out of Nokomis put in a bid of \$4,480 for the installation and replacement of the tube heaters. **Motion by Durbin, second by Kuchar to approve the bid of \$4,480.00 from C&C Heating & Cooling to replace the tube heaters at the Recycling Center. All in favor, motion carried.** Durbin reported that the Coffeen Drop Shed was installed Saturday and a Ribbon Cutting ceremony will be held today at 1:30 PM in the City of Coffeen.
3. **Update on Animal Control Facility:** Durbin stated that the committee reviewed quotes for replacing the roof, windows, basement walls and posts in the Litchfield Stratmeyer building for a potential Animal Control facility. He reported that concrete and guttering will also need to be poured for dog runs.

PERSONNEL COMMITTEE REPORT: Given by Chairman John Downs as follows:

1. **Update on Personnel Manual:** Downs stated that there is new language ready to be added to the Employee Personnel Manuals regarding identification badges, sick leave, disability and workman's compensation issues. State's Attorney Chris Matoush had provided language for the committee to review regarding a second medical opinion. Exempt and non-exempt employees in regards to comp-

time were discussed. The committee will need an employee list for the next meeting to define which positions are exempt and which are non-exempt.

2. **Update on Union Negotiations Highway Department:** Downs reported that there has been one meeting with Highway Department Union Representatives to discuss a 5 year contract. The next union negotiations will be held on Wednesday, December 19th, 2007 at 8:30 AM in the PBC Meeting Room. Discussion took place on inserting the Drug Policy in the Union Contract for the Highway Department and to add a second medical opinion.

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

1. **Update of Historic Courthouse Structural Issues:** Chairman Bone stated that on November 14th, 2007, the ceiling collapsed in the County Clerk's Office of the Historic Courthouse. There was a Special Building and Grounds Meeting on November 21st with Hurst-Rosche Engineering to go over the integrity of the Historic Courthouse building. Hurst-Rosche stated in that meeting that the plaster is the issue in the ceilings, and recommended all plastered ceilings be removed in a controlled systematical fashion. Hurst-Rosche also reported there was no corrosion on the I-beams and the arched brick was fine, and that they arranged to have ceilings torn down in the Treasurer's Office and put them back up in just a few days. After the Treasurer's area was repaired, the board will now need to address the second floor by the Regional Office of Education and in front of the elevator. Engineers will also set up a schedule for regular inspections of all county buildings. During that special meeting, Tom Baker stated that as of November 21st, 2007, the building was adequate for occupancy. Hurst-Rosche will prepare a report for the county's insurance company for what happened and what needs to happen on repairs so that the county may get preventative maintenance covered. Air quality samples were taken in the Historic Courthouse and the results were back the following week and there was no asbestos. The Full Board will convene in a special meeting on Thursday, December 13th, 2007 at 6:30 PM to discuss building needs issues. Bone thanked County Clerk Leitheiser's and Treasurer Jenkins' staff for their cooperation.
2. **Update on Hurst-Rosche Building Use Analysis:** Bone stated that Architect Brent Lance of Hurst-Rosche reported that plaster was removed from the Treasurer's Office last weekend in four days, with only one move and one cleanup, and new grid ceilings and lights were installed. All plaster that was of an immediate concern has been removed, and the remaining plaster can wait until after the Holidays and should be bid out. The County Board checked with State's Attorney Matoush regarding the urgency of the first two jobs that needed to be done, and confirmed that the county didn't have to bid the jobs as they were in an emergency situation. Hurst-Rosche can prepare the bid documents for the upcoming plaster removal, and they suggested the remaining plaster be removed in the next year. The next area that will be addressed is the Regional Office of Education on the 2nd floor. The fact that the building is on the National Historical Society Register was discussed, and Highway Engineer Rueben Boehler has been assigned to visually inspect the remaining ceilings each month. There will be a special Full Board meeting on Thursday, December 13th, 2007 at 6:30 PM in the County Board Room to discuss the four options about how to proceed with building issues. The Public and Board Members will then be able to express their opinion. Bone stated that he appreciates Engineer Boehlers' help with ceiling issues. County Clerk Leitheiser also thanked Chairman Bone for all his time spent with the ceiling clean up.
3. **Update on Future Parking Lot for Courthouse Complex:** Bone stated that the committee will get a few prices for replacing the roof on the garage that is on the property acquired by the county on the corner of Main and Brailey. The parking lot will be rocked in the spring.
4. **Update on Historic Courthouse Basement Wall Repairs:** Bone reported that a proposal from Huber Sanitation and Plumbing in the amount of \$6,017.75 was discussed for repairs to the outside drainage tiles on the Northwest corner of the Historic Courthouse. The bid excluded tuck pointing the masonry

and brick should that be a problem. Engineer Rueben Boehler told the committee that he could dig a couple of test holes to inspect the integrity of the brick before digging up the whole area.

5. **Update on Maintenance, Janitorial Staff:** Chairman Bone reported that he met with Sheriff Vazzi, State's Attorney Matoush, John Downs, Mike Plunkett and Coordinator Daniels regarding the Custodial Staff duties and who they report to. Sheriff Vazzi shared a letter from the Union Representative stating that the new part time custodian should report to the Sheriff. Sheriff Vazzi stated that the custodial staff should report to him due to Illinois Statute that says he is the custodian of the courthouse building and grounds. Bone referred Sheriff Vazzi to County Board Minutes from May 1999 where the County Board approved a new County Coordinator Position that would supervise the maintenance and custodial staff. State's Attorney Matoush stated that mechanical and technical repairs to County buildings and grounds would fall under the responsibility of the County Board/Coordinator and that any cleaning, custodial responsibilities should come under the Sheriff's direction per Illinois Statute. A complete job description will be written for the maintenance position and a list of building and grounds job duties will be reviewed by State's Attorney Matoush to determine where the responsibilities lie so that County Offices can be advised as to whom to call when they need maintenance or janitorial services. Sheriff Vazzi told the committee that the extra custodial staff can clean the jail and the cleaning service would not be needed at the Jail but would continue cleaning the Courthouse Complex. Bone stated that he met with the cleaning service and got an adjustment in the cleaning price to take off the services of cleaning at the jail. The committee reviewed and discussed a three year contract with Paula Johnson to continue cleaning the Courthouse Complex for \$23,000 per year. The previous amount was \$27,000 per year since January 2003. **Motion by Bone, second by Beck to accept a three year cleaning contract for the Courthouse Complex for \$23,000 per year.**
6. **Update on Tree Planted on West Side of Historic Courthouse:** Bone reported that an Oak tree has been planted on the west side of the Historic Courthouse to replace the diseased one that was cut down.
7. **Update on VAC Office Issues:** Bone met with Judge Long regarding areas of the Courthouse Complex that could be used for the VAC office.

EMA/AMBULANCE COMMITTEE REPORT: Given by Vice Chairman George Blankenship as follows:

1. **Ambulance Call Reports:** A summary of monthly operations for November 2007 is as follows:
Total calls: 293; Total amounts billed: \$145,192.00; collected: \$85,053.21.
2. **Director Holmes Report:**
 - **Ceiling Collapse at Historic Courthouse:** Holmes thanked everyone who was involved with the clean up of the Historic Courthouse, and stated that Terry Bone did a great job in coordinating the incident at the Historic Courthouse. By days end on November 14th, the day the ceiling collapsed, Bone had all plans in place for clean-up and repair work, with structural engineers coming in and professional cleaners ready to step in for the cleaning process. The local contractors dropped other projects to help, including Lyerla Electric, Lipe Construction, and Hurst and Rosche Engineers. County Clerk Sandy Leitheiser, County Highway Engineer Ruben Boehler, County Coordinator Chris Daniels and Information Systems Manager Bill Purcell were at the Historic Courthouse from beginning to finish getting clean up completed so county offices could open on Monday morning. Coordinating Assistant Dawn Lutz, Recycling Employees and Maintenance Supervisor Lloyd Meyer all pitched in working all day, evenings and over the weekend to get everything ready for Monday morning. Holmes thanked everyone for a job well done.
 - **NIPA Meeting in November:** Jagodzinski reported that Holmes and Office Assistant Cathy Ulrici attended a NIPA meeting. Information and phone numbers for the area pipelines were distributed at that meeting.

- **Hazardous Material Exercise:** Jagodzinski stated that on November 30th, 2007, Holmes attended an emergency hazardous material exercise at Hillsboro Area Hospital and the EMA Office was the observer/controller for the event. Holmes will offer additional training in hazmat issues for safety.
- **EMA Radio:** The old EMA radio has been donated to Litchfield Police for their communications trailer. Chief BJ Wilkinson has been working on a trailer that can be used countywide if necessary.

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

1. **Update on Butler/Hillsboro Abandoned Rail Line:** Chairman Deabenderfer reported on a meeting with NAGS and a priority list that was provided to them for purchasing the property. The MCEDC will apply for the IDNR grant by March 1st, 2008, and a Letter of Intent will be drafted by Assistant State's Attorney Betsy Wilson for the purchase of the property. Discussion also took place on appraising the abandoned rail line property. The committee approved to have the property appraised at an appraisal fee not to exceed \$700.00
2. **Approval of Resolution #07-40 - Void Tax Bill on Bike Trail Property:** The committee discussed voiding the 2006-2007 county owned Bike Trail property tax. **Motion by Deabenderfer, second by Matthews to recommend voiding the tax bill on the Green Diamond Bike Trail parcel ID # 12-000-405-05. All in favor, motion carried. (See Resolution Book 8, page 10).**
3. **Update on Bike Trail mowing:** The Village of Farmersville inquired about a reimbursement for mowing on their end of the Bike Trail. They also had concerns regarding ATV's speeding on the trail.
4. **Update on Broadband Initiative:** There was a meeting in Springfield with the five vendors that applied for the Broadband Initiative Proposals, since the \$1 million was reinstated in the State's budget. The Montgomery County Economic Development Corporation is assisting with this effort, as well as other local grant applications, and doing an excellent job of promoting Montgomery County.

APPROVAL OF 8 COMMITTEE REPORTS & MINUTES:

Motion by Beck, second by Durbin to approve the 8 committee reports. All in favor, motion carried.

ANNOUNCEMENTS:

Sielschott announced that Treasurer Jenkins will make a payment to taxing bodies on Thursday, December 13th, 2007.

Plunkett announced that the annual County Christmas Luncheon will be held on Wednesday, December 19th, 2007 between 11:00 AM and 2:00 PM in the County Board room.

Plunkett reminded members that there will be a dedication for the New Recycling Drop Off in the City of Coffeen at 1:30 PM, and anyone in the Coffeen area wishing to recycle can come to the grand opening at 1:30 to learn about recycling.

Plunkett reported that the 2008 County Board Calendars were distributed to the members with their monthly information.

SCHEDULE CHANGES:

Plunkett reminded board members of the special Full Board meeting on Thursday, December 13th, 2007 at 6:30 PM in the County Board Room to discuss the building needs issues, and stated that the primary goal of the meeting is to give a direction to the Building and Grounds Committee as to how to proceed.

Plunkett reminded members that there will be a special Personnel Committee meeting on December 19th, 2007 at 8:30 AM in the PBC Room to continue Union Negotiations with the Highway Department employees.

APPOINTMENTS:

Motion by Kuchar, second by Beck to appoint Litchfield Police Chief B.J. Wilkinson to the Emergency Telephone System Board for a four year term. All in favor, motion carried.

PAY BILLS:

Motion by Sielschott, second by Aumann to pay all approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2008.

ADJOURN: Until the Special Full Board Meeting on Thursday, December 13th, 2007 at 6:30 PM in the County Board Room, Historic Courthouse, Hillsboro, Illinois. The Regular monthly Full Board meeting will convene on Tuesday, January 8th, 2008 at 8:30 AM in the County Board Room.

Motion by Myers, second by Branum to adjourn the Full Board Meeting. All in favor, motion carried.
Meeting adjourned at 9:15 AM.

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