

**Montgomery County Board
Minutes**

For Tuesday, October 14th, 2008 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, October 14th, 2008 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 Miles, second by Aumann 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 Matthews to approve the Minutes of the Previously Adjourned County Board Meeting held on Tuesday, September 9th, 2008. All in favor, motion carried.

CONSENT AGENDA:

1. **Circuit Clerk's Report** – submitted.
2. **County Treasurer's Report** – Ron Jenkins was present for questions.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions and called members' attention to new outdoor polling place signs outside the courthouse, as required by Illinois law. Leitheiser stated that 958 newly registered voters have registered in Montgomery County since the February 2008 Primary Election.
4. **Sheriff's Report** – Jim Vazzi was present for questions.
5. **Health Department Report** – submitted.
6. **T.B. Department Report** – Sally Adams was present for questions.
7. **Public Defender's Report** – submitted.
8. **Probation Office Report** – submitted.
9. **911 Report** – submitted.
10. **S.O.A.** – submitted.
11. **G.I.S.** – submitted.

APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA:

Motion by Durbin, second by Kuchar to approve the 11 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 reported on in the other committees.

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

1. **Approval -Resolution #13-08:** A Resolution to appropriate an amount of \$11,966.12 for 1061 B-CA, ½ mile North of Oak Grove, Irving Road District, 50% County Project; Montgomery County's Share = 0.5 (\$5,983.06). Boehler stated that several pipes had been washed out due to the flooding from the heavy rains on September 14th. **Motion by Branum, second by Durbin to approve Resolution #13-08. All in favor, motion carried. (See Resolution Book 8, pages 192-193).**

2. **Approval -Resolution #14-08:** A Resolution to appropriate an amount of \$5,842.27 for 1062 B-CA, Oil Field Trail, Raymond Road District, 50% County Project; Montgomery County's Share = 0.5 (\$2,921.14). **Motion by Dean, second by Ogden to approve Resolution #14-08. All in favor, motion carried. (See Resolution Book 8, pages 194-195).**
3. **Approval -Resolution #15-08:** A Resolution to appropriate an amount of \$8,746.00 for 1063 B-CA, Bryce Trail, Irving Road District, 50% County Project; Montgomery County's Share = 0.5 (\$4,373.00). **Motion by Durbin, second by Wendel to approve Resolution #15-08. All in favor, motion carried. (See Resolution Book 8, pages 196-197).**
4. **Approval -Engineering Agreement with McDonough-Whitlow for Miscellaneous Survey Work:** The committee discussed an Engineering Agreement for misc. survey work for Right-of-Way acquisition. **Motion by Branum, second by Helgen to approve an Engineering Agreement with McDonough-Whitlow for survey work for right-of-way acquisition. All in favor, motion carried. (See Resolution Book 8, pages 198-199).**
5. **Approval -Preliminary Engineering Agreement with McDonough-Whitlow:** The committee reviewed a Preliminary Engineering Agreement with McDonough-Whitlow for Section 08-00128-00-BR for Fillmore Trail over E. Fork Shoal Creek, CH #8 (FAS 721) existing structure #068-3009 proposed structure #068-3358. The tentative letting date will be in November of 2009. Boehler stated that the bridge is deteriorating and will need to be replaced in the next year and one half. **Motion by Branum, second by Bone to approve the Preliminary Engineering Agreement with McDonough-Whitlow for bridge on Fillmore Trail over E. Fork Shoal Creek. (See Resolution Book 8, pages 200-215).**
6. **Approval -Preliminary Engineering Agreement with Hurst-Rosche Engineers:** The committee reviewed a Preliminary Engineering Agreement with Hurst-Rosche Engineers for Section 08-00129-00-BR for Nokomis Road over Hurricane Creek, CH #7 (FAS 723) existing structure #068-3012 proposed structure #068-3359. Boehler stated that deterioration of the abutments is of concern. The tentative schedule for this bridge letting will be in November 2010. **Motion by Branum, second by Matthews to approve the Preliminary Engineering Agreement with Hurst-Rosche Engineers for bridge on Nokomis Road over Hurricane Creek. (See Resolution Book 8, pages 216-223).**
7. **Update- Irving R.D. B-CA Project on Garold Trail:** An update was given on a project replacing pipes on Garold Trail.
8. **Update- Rountree R.D. B-CA Project on N. 19th Avenue:** The Highway Department will be taking special precautions on locating utilities for a project replacing a small bridge on North 19th Avenue. The project should be completed by next week if the weather permits.
9. **Update- County B-CA Project – Bridge on Rocky Hollow Trail:** The piling repairs are currently being designed for the bridge on Rocky Hollow Trail.
10. **Update- Walton Lake Bridge:** Engineer Boehler gave an update to the damage that was done to the Walton Lake Bridge in South Litchfield Township after a huge rain storm in September. Boehler reported that the County owns the Walton Lake Bridge and the City of Litchfield owns the spillway and dam. The road has been closed due to damage and will remain closed until repairs are completed. Boehler has been working with City of Litchfield Officials on a three phase plan to complete reconstruction of the dam, spillway and bridge. The State will require that the dam be brought up to current standards.

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

1. **Update- Employee Time:** Downs stated that 911 Coordinator Greg Nimmo called him regarding comp time issues. Nimmo told Downs that the 911 Department reports to their own Board like the Health Department does, and would like to reinstate compensatory time in the 911 department. The committee discussed not pursuing the comp time issue.

2. **Update- Union Contract's for Sheriff's Department and Circuit Clerk's Office:** The Jailers/Dispatchers union contract and the Circuit Clerk's union contract will expire on November 30th, 2008. The committee is waiting to hear something from each of the unions with dates when they can start the negotiations.
3. **Update- Employee Manual:** Discussion took place on IRS Regulations for Employee personal use of County Property Policy that was implemented a couple of months ago. The committee will look at updating the manual to include verbiage that will incorporate the IRS regulations for use of County Property.
4. **Update- County Starting Salary:** Discussion took place on the Finance Committee's decision to make the County's Entry Level Starting Salary at \$17,750.00. The annual starting salary will be determined each budget season by the Finance Committee. Any variation to the entry level starting salary must be approved by the Personnel Committee. This policy will also be implemented in the Employee Manual.

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

1. **Approval- R.O.E. Quarterly Report:** Motion by Sielschott, second by Aumann to approve the Regional Office of Education quarterly report. All in favor, motion carried.
2. **Update- County Real Estate Tax Cycle:** Steve Connell of DEVNET reported to the Finance Committee that they are working with Supervisor of Assessments Ray Durston on a schedule for next year's tax cycle. DEVNET worked with the Treasurer's Office to make the first tax distribution to taxing bodies. The goal is to get back to a set schedule for the first installment of taxes in 2009. Sielschott stated that they would be looking at June 1st for the first installment.
3. **Approval -Pre-Approved Vendor List Addition:** The board reviewed a revised pre-paid vendor's list. Icon Financial Services were added to the list. Motion by Sielschott, second by Jagodzinski to approve the revised pre-paid vendor's list as presented. All in favor, motion carried. (See Resolution Book 8 pages 224-225).
4. **Approval -GIS Fee Proposals:** Discussion took place on the GIS fees including a disclaimer on the GIS purchase agreement. Mary Purcell has checked with the State's Attorney's Office and the goal will be to provide GIS Services, but keep fees at a reasonable amount. Motion by Sielschott, second by Bathurst to approve the GIS Data Fee Schedule as presented. All in favor, motion carried. (See Resolution Book 8, page 226).
5. **Approval -Additional Office Space GIS:** Sielschott reported that GIS Coordinator Purcell and Treasurer Jenkins checked on renting office space at the Farm Bureau for \$3,000 annually and a phone and fax line would be needed at approximately \$1,000 annually. Bill Purcell would have to install some equipment to make the County's network available to GIS at the Farm Bureau for a cost of about \$400 to \$500 that will come out of this year's budget. Sielschott recommends renting the space to get Purcell out of the basement with the fees for the move and rental to come out of the GIS Budget. Sielschott told Bob Lentz of the Farm Bureau to send the rental contract to the States Attorney's Office. ADA issues of renting space on the 2nd floor of the Farm Bureau have been addressed, and a conference room will be available on the first floor, and Purcell will go there for customer service if needed. GIS plans to purchase a plotter to make bigger maps, so more space would be needed. The \$3000 annual rent (or \$250.00 per month) of the 430 square foot office space at the Farm Bureau is subject to the State's Attorney's approval of the lease. Motion by Sielschott, second by Beck to approve renting space at the Farm Bureau Building for the GIS Office subject to State's Attorney approval. All in favor, motion carried.
6. **Approval -Trustee Property in Ohlman:** The board approved the transfer of all County rights for two lots next to the Ohlman Village hall in Ohlman to the Village of Ohlman. Motion by Sielschott, second by Aumann to approve the transfer of all county rights for two lots next to the Ohlman village hall to the Village of Ohlman. All in favor, motion carried.

7. **Approval - FY '09 Levy:** The board discussed the Real Estate Tax Levy Extension Summary as prepared by Treasurer Jenkins. There have been some minor changes in the ambulance levies, but the levy remains under 5%. **Motion by Sielschott, second by Kuchar to approve the Fiscal Year 2009 Aggregate Levy in the amount of \$3,771,674.00. All in favor, motion carried. (See Resolution Book 8, page 227).**
8. **Update - FY '09 Budget Modifications:** Discussion took place on modifications to the Fiscal Year 2009 Budget. The Sheriff's Department has revised their budget recommendations. Betty Simmons resigned as deputy and has taken the part-time clerk position at 911. The Sheriff's Department will need to hire another full time deputy. There were some changes with the Health Department and GIS will be adding \$4,000 to move the office to the Farm Bureau building. (See Resolution Book 8, page 228).

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

1. **Update- Elections:** County Clerk Sandy Leitheiser has conducted Election Judge training at the Extension Office, and trained 209 election judges last week. The second training session for technical judges on equipment will be October 15th, 2008. Early voting started today on October 14th, 2008.
2. **Approval -Property Casualty & Workers Compensation Insurance:** Durbin reported that Paul Hamrock addressed the committee with the Fiscal Year 2009 proposal for Property Casualty Insurance Premium in the amount of \$323,710. The insurance premium for Fiscal Year 2008 was \$320,928.03, which reflects an increase of \$2,781.00. Claims in the last two years amounted to over \$430,000. The premium increase was due to increases in building and inventory values and salaries. **Motion by Durbin, second by Wendel to approve the proposal from ICRMT in the amount of \$323,710 for Property Casualty and Workers Compensation Insurance. All in favor, motion carried.**
3. **Bid Update:** Durbin reported that the committee approved the following bids:
 - **Animal Control Truck:** 3 bids were received for the Dodge Dakota. The high bid of \$826.99 was accepted for the Dodge Dakota.
 - **Baler, conveyor, tipper:** 1 bid was received for the Baler, conveyor and tipper at the Litchfield Recycling Center in the amount of \$950.00.
 - **Old Office Trailer:** 2 bids were received for the old office trailer at the Hillsboro Recycling facility. The high bid of \$326.00 was accepted.

Motion by Durbin, second by Miles to accept the high bids of \$826.00 for the pickup truck, \$326.00 for the office trailer and \$950.00 on the baler, conveyor, tipper. All in favor, motion carried.

4. **Update- Recycling:**
 - Durbin reported on the ongoing work to rebuild the Litchfield Recycling Center. Board member Bathurst addressed concerns she has with vandalism and security issues at the Litchfield drop shed. Bathurst stated that security concerns expressed at a public meeting in Litchfield regarding the rebuilding of the new drop shed had not been properly addressed, and said that proper lighting is also an issue. Durbin stated that there will be much more lighting at the Litchfield drop shed with timers on the lights and security cameras will also be installed. Durbin reported that the walls are up and the roof is complete on the new Litchfield Recycling Center.
 - The committee reviewed and discussed information from E-Waste Solutions and is planning to host an electronics recycling drive in March of 2009, with no cost to the county other than labor. Plunkett stated that this will be a great recycling drive for the county.

- There are some minor repairs that need to be done at the Hillsboro Recycling facility to the guttering over the loading dock area. A proposal from Young's Roofing was received in the amount of \$390.00 for the repairs. The committee will review the building before they make a decision.
 - There are a couple of drains that are clogged in the drive area of the Recycling Facility, and they will be cleaned out and grates put over the top to keep out debris.
5. **Update- Animal Control Building:** Durbin reported that the advertisement for the installation of water and septic system for the animal control facility has been published in local newspapers, and the committee will also discuss ordering kennels. Durbin reported that the committee discussed concerns regarding a septic system versus sewer system and decided to get costs for each one to compare.

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

1. **Approval -Elevator Safety & Regulation Act:** Bone stated that due to the Elevator Safety and Regulations Act signed into law in January 2008, the County is required to hire a third party certified elevator inspector to review the annual inspection that is done by Otis Elevator. The County has advertised for bids to comply with this requirement by the State Fire Marshal's Office to inspect the four elevators. Bids were received from St. Louis company Midwest Elevator for \$725.00 and Jason Landers submitted a bid for \$1,050.00. The committee recommends the low bid of \$725.00 from Midwest Elevators. **Motion by Bone, second by Kuchar to approve the bid from Midwest Elevators in the amount of \$725.00 to perform the third party Elevator Inspection. All in favor, motion carried.**
2. **Update- Building Needs Assessment:** Bone reported that the committee reviewed and discussed a draft of floor plans to remodel the Historic Courthouse for additional space, which would also address the safety issues for the employees on the 3rd floor. The committee had discussed getting a cost from Hurst-Roche Engineering to prepare a Preliminary Engineering Design.
3. **Approval -Proposal to Assess Courts Complex for Grounding Against Lightning:** The committee reviewed a proposal from Lightning Master Corporation in the amount of \$2,400 to assess the buildings for better lightning protection. **Motion by Bone, second by Komor to approve a proposal from Lightning Master Corp. for a Lightning Protection Site Survey in an amount not to exceed \$2,400.00. All in favor, motion carried.**
4. **Update- Maintenance Issues:**
 - **Waterproofing Historic Courthouse:** Bone stated that Lloyd Meyer reported to the committee that due to a prior project, Western Waterproofing will be delayed for another couple of weeks before they can begin on the basement of the Historic Courthouse.
 - **Proposal from Johnson Controls:** Johnson Controls put in a proposal of \$1,420.00 to do away with motor masters on the air conditioning unit at the New Courthouse and put in fan cycle switches that are controlled by pressure.
 - **Jail Roof Replacement:** Bone stated that there have been some repairs to the Jail roof and it will need to be replaced in the next four or five years. The committee will need to begin budgeting for this.
 - **Budget for A/C Unit at New Courthouse:** Bone stated that discussion took place on the age of the air conditioning units in the Historic Courthouse and Courthouse Complex. Denny Hiller will take a look at the unit at the Courthouse Complex to see when the County may need to replace that unit.

EMA/AMBULANCE COMMITTEE REPORT: Given by Chairman Dennis Jagodzinski as follows:

1. **Update- Ambulance Call Reports:** A summary of monthly operations for **September 2008** is as follows: **Total calls:** 282, **Total amounts billed:** \$156,005.00, **Total amounts collected:** \$239,170.90.

2. Update- Director Holmes Report:

- It was reported that the committee approved the Ambulance District Budgets, which will be passed by the Full Board next month with the other levy resolutions.
- Jagodzinski reported that a part-time person will be put in the EMA/Ambulance Office budget to help with the backlog of work. The office will need to be completely computerized instead of manual entries. Auditor Whitey Patton has made some recommendations for the ambulance billing office that the committee will review over the next couple of months.
- Jagodzinski stated that the City of Litchfield has asked for help with damages caused by the heavy rains on September 14th. The city will have to make a declaration and send it to the EMA Office. Once that is done it will need to be reviewed by the County and the State to see if they qualify. If they should qualify, then a County Declaration will need to be made and sent to IEMA. Stan Krushas from IEMA came to look over the damage on September 23rd. Krushas talked with City Administrator Andy Ritchie regarding damages to Walton Park Dam. The City of Litchfield will be getting a report in the near future on damages and costs and if they will need to close the road. Holmes has contacted Krushas with the total cost estimates. The bridge is Montgomery County's responsibility and the dam underneath falls under the City of Litchfield's responsibility. Chairman Plunkett reported that Andy Ritchie stated he was pleased with the assistance from Director Holmes on preparing the paperwork on this issue.

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

1. **Update- Walshville Township Hog Confinement Facility:** Deabenderfer deferred to county landowners Sam Pastrovich and Larry Marburger, who had attended this past month's committee meeting and raised their concerns regarding a proposed Hog Confinement facility for Walshville township near their properties. Pastrovich stated that he and some concerned neighbors met on September 17th, 2008 with proposed facility owner Maschoff regarding the proposed Hog Confinement Facility in Walshville Township. Mr. Pastrovich received a certified letter of intent on September 25th from the Illinois Department of Agriculture regarding the construction of the Hog Confinement facility, which he shared with the Economic Development Committee and included maps of the proposed area for the 1,680 unit facility (including a 100 x 300 ft building, housing up to 4200 head of hogs). Mr. Pastrovich stated concerns of waste, smell, and how it could lower property values in the surrounding area. The committee discussed setbacks for the building on the Mansholt property. It was reported that the owner of the facility will not be living there and no one in the neighborhood wants the facility there. The primary concern is the smell and air pollution. They will drill several wells for water. Neighbors are concerned that the existing water wells will go dry, and the county roads will be ruined by large trucks hauling hogs. The estimate of trucks was approximately 400 plus to transport manure every 6 months. Plunkett stated that the Illinois Department of Ag has to send out certified letters of intent to construct, and the county has not received their letter yet. When the certified letter is received by the county, a 30 day window to request a Public Hearing will begin. The County and concerned residents will then have the opportunity to give their opinion, but the sole decision to allow construction of the facility is up to the Illinois Department of Agriculture.
2. **Update- U of I Extension Contract for the Comprehensive Plan:** Pat Curry has forwarded a draft contract for the University of Illinois Extension to do the work for the County's Comprehensive Plan. The draft copy of the contract has been forwarded to State's Attorney Chris Matoush for review and recommendations. The committee hopes to have the final draft to review and approve at the November Committee meeting.

3. **Update- Ordinance Regulating the Siting of Wind Energy:** Ron Deabenderfer reported that he received comments from Bob Lentz at the Farm Bureau regarding the ordinance regulating the siting of wind energy. The copy has been forwarded to the State's Attorney for his review and recommendations. The State's Attorney will check to see if the county can charge a fee in the ordinance for regulating the siting of wind energy.
4. **Approval- GIS Intergovernmental Agreements for Butler:** Amanda Cole presented a signed GIS Intergovernmental Agreement with the Village of Butler for approval. **Motion by Deabenderfer, second by Bathurst to approve the GIS Intergovernmental Agreement with the Village of Butler. All in favor, motion carried. (See Resolution Book 8, pages 229-233).**
5. **Update- MCEDC Presentation:**
 - Heather Hampton+Knodle shared information regarding the Montgomery County Summit that is scheduled for Wednesday, October 29th, 2008 at 5:30 PM at the KC Hall in Taylor Springs, and that elected Officials have been invited to attend. Heather also shared information on activities and accomplishments of the Montgomery County Economic Development Corporation since its beginning in January, 2005. Heather also reported that Cinergy is moving forward with the Demuzio Broadband Initiative Program.
 - Hampton+Knodle stated that on November 20th, 2008 there will be a Night of Networking from 5:00 PM to 7:00 PM at Lincoln Land Community College in Litchfield, Illinois.
 - Hampton+Knodle stated that \$400,000 in grants and outside funds have come to the county and the communities since the development of the corporation 3 years and 10 months ago.
 - Hampton+Knodle thanked Durbin and Plunkett for the Host Fee seed money and their individual support to start the Montgomery County Economic Development Corporation. Business, industry and business retention in the County has stepped up since the development of the corporation. Plunkett thanked the Montgomery County Economic Development Corporation for their work and asked board members to please attend the summit.
6. **Update- EZ for Deer Run Mine:** Deabenderfer stated that a Public Hearing has been set for Wednesday, November 5th, 2008 at 6:30 PM for the expansion of the Montgomery County Enterprise Zone in the East Fork Township area to incorporate the Deer Run Mine.
7. **Update- Abandoned Rail Line Property:** Deabenderfer stated that clear title has been received on the abandoned rail line property and the deed from Mr. Kee to the County has been recorded in the County Clerk/Recorder's Office.

APPROVAL OF 8 COMMITTEE REPORTS & MINUTES:

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

ANNOUNCEMENTS:

Plunkett reported that the Health Department will be giving flu shots for employees and board members for a cost of \$15.00 after the board meeting at the Health Department.

Plunkett reported that the Montgomery County Recycling Program will be having their Grand Re-Opening of the Litchfield Drop Shed on America Recycles Day, which is Saturday, November 15th, 2008.

SCHEDULE CHANGES: Reminder that the Montgomery County Full Board meeting will be held next month on Wednesday November 12th instead of Tuesday the 11th due to Veteran's Day.

APPOINTMENTS:

Motion by Blankenship, second by Branum to approve Katrina Boliard to replace the resigned position of Tonya Rench as Secretary/Treasurer for the Board of Trustees for the Fillmore Fire Protection District, with Ms. Boliard's term beginning immediately. All in favor, motion carried.

PAY BILLS:

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

RECESS: Until the Full Board Meeting on Wednesday, November 12th, 2008 at 8:30 AM in the County Board Room, Historic Courthouse, Hillsboro, Illinois.

Motion by Bathurst, second by Bone to recess the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 10:00 AM.

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