

**Montgomery County Board  
Minutes**

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**For Tuesday, February 12<sup>th</sup>, 2008 – 8:30 AM**

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, February 12<sup>th</sup>, 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. 20 members present, 1 member 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, Frank Komor, Sharon Kuchar, Joyce Matthews, Gene Miles, Roger Myers, Dale Ogden, Mike Plunkett, Bill Sielschott, Richard Wendel.

**Member Absent:** Dennis Jagodzinski

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

**Mileage and Per Diem Approval:**

**Motion by Aumann, second by Myers 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, January 8<sup>th</sup>, 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 and stated that the Annual County Tax Sale will be held on Monday, March 10<sup>th</sup>, 2008 in the County Board room. Jenkins stated that 92% of Property Tax monies has been distributed to date.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions and thanked County Board members, Township Officials and Election Judges for their assistance with the recent Primary Election.
4. **Sheriff's Report** – Undersheriff Rick Robbins 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** – Bane Ulrici was present for questions, and informed members that Mary Pianfetti has been hired for the part-time clerical position in the Probation office.
9. **911 Report** – submitted.
10. **S.O.A.** – submitted.
11. **G.I.S.** - submitted

**APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA:**

**Motion by Bathurst, second by Bone to approve the 11 office reports on the Consent Agenda. All in favor, motion carried.**

**COMMITTEE REPORTS:**

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

1. **Update on Informal Conference for Deer Run Mine:** Plunkett reported that the Illinois Department of Natural Resources will host an informal conference on Wednesday, February 20<sup>th</sup>, 2008 at the Taylor Springs VFW Hall at 6:00 PM. The hearing was requested by the County Board and will be a per diem allowable meeting expense for any board members wishing to attend.

2. **Update on Hog Confinement Facility:** Plunkett reported that last week the county received a notice of intent to construct a large hog facility in the South Litchfield Township area, but that he learned from the property owner yesterday that the project is off the table and there will be no need for further discussion.

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

1. **Update on Bridge Repair Projects:** Engineer Boehler reported that work has been halted on the Bowles Avenue Bridge due to weather. Piles are being designed for the Rocky Hollow Bridge and borings are finished on the Witt South Bridge. Once the survey is finished the hydraulics can be calculated and a bridge/culvert can be designed.
2. **Update on Sign Truck:** Branum reported that the sign truck was hit while in use at Barnstable's Corner in Nokomis on Monday, February 4<sup>th</sup>, 2008 and it appears at this time that it will be considered a total loss. Funds remain in the budget for machinery purchases and the cost of a new sign truck is estimated at \$25,000. If the existing truck is considered a total loss by the insurance company, the committee will consider purchasing a new truck via local letting or state bid, whichever is the most cost-effective. Engineer Boehler will get a proposal for next month's Road and Bridge Committee meeting to have a complete county sign inventory put on the G.I.S. system, which has to be done to receive State funding for sign replacement.
3. **Update on Equipment to be Auctioned:** The Highway Department has a 1991 F-250 Truck, manual transmission Pickup Truck and a 6' Bush Hog Mower which need to be auctioned, and the Department will wait until the sign truck is replaced before this auction would be held.
4. **Approval on a Preliminary Engineering Agreement with Hurst-Rosche Engineers for Rossi Avenue R.R. Crossing Improvement in Zanesville Township, Sec. 08-19119-00-RR:** Engineer Boehler reported that ICC has finalized an Agreement between ICC, Norfolk Southern Railroad and Zanesville Township, and stated that Zanesville is responsible for the improvement of the approach grade on the west side of the intersection. Estimated cost is \$100,000 of which Zanesville is responsible for the first \$20,000 with the remainder to be paid from Grade Crossing Protection Funds. The County Engineer is authorized to act as the Road District's agent to enter into engineering agreements, let the construction contract and bill IDOT for reimbursement. The Preliminary Engineering Agreement with Hurst-Rosche will include a survey, project development report, design work, and right of way documents. ICC will pay approximately 80%, Township will pay 20% and there would be no cost to the County. **Motion by Branum, second by Dean to approve the Preliminary Engineering Agreement with Hurst-Rosche Engineering for Rossi Avenue R.R. Crossing Improvement in Zanesville Township. All in favor, motion carried. (See Resolution Book 8, pages 26 -30).**
5. **Oil Letting Date Update:** Branum stated that they have sent Oil Bid proposals to IDOT for approval and expect them back next week. The committee set a tentative letting date of Friday, February 29<sup>th</sup>, 2008 at 10:00 AM at the Highway Department.

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

1. **Resolution #08-02 to transfer Trustee Deed to City of Nokomis Approval:** Sielschott reported that the committee discussed transferring a Trustee Deed for the old skating rink property to the City of Nokomis. **Motion by Sielschott, second by Miles to approve transferring deed # 10-002-074-00 to the City of Nokomis. All in favor, motion carried. (See Resolution Book 8, pages 31-35).**
2. **Update of Power Plant, Golf Courses and Landfill Assessments:** Sielschott stated that Gene Stuard of Forrester Group reported to the committee Ameren would like to take the Power Plant Assessment to upper management. Ameren understands there is a March 1<sup>st</sup>, 2008 deadline for the new assessment to take place, and Stuard will draft a letter requesting information relating to landfill operations and financial information from Allied Waste, which represents the Envotech landfill in Litchfield. The visual inspection of the three golf courses has been completed and Stuard will also draft a letter requesting operations and financial information from them.

3. **Approval to Void the 2006 County Trustee Tax Bills:** The committee reviewed a list of properties owned by the County Trustee and approved voiding their 2006 Property Tax bills. **Motion by Sielschott, second by Bathurst to void the 2006 County Trustee Tax Bills, which include 11 Deer Creek Condominium properties. All in favor, motion carried. (See Resolution Book 8, pages 36-37).**
4. **Update on DEVNET Software and Real Estate Taxes Timeline:** Chief Assessment Officer Julie Kiefer reported to the committee that things are progressing with DEVNET to keep on track for the Real Estate Tax timeline. Sielschott stated that DEVNET's support has been good.
5. **Approval of New Map Book for Treasurer's Office:** Sielschott reported that the committee approved getting a book of large maps for taxpayer review at the Treasurer's Office for approximately \$4,000.00. **Motion by Sielschott, second by Durbin to purchase a book of large maps for taxpayer review for approximately \$4,000.00 with the funds to come from the GIS Budget. All in favor, motion carried.**
6. **Update of Budget Issues for Sheriff's Department:** Sielschott stated that Undersheriff Rick Robbins presented to the committee a short and long term planning of the Sheriff's Department's future budget.

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

**1. Update on Animal Control Facility and Services:**

- **Animal Control Vehicle:** Durbin stated that the Coroner received his new vehicle last week and transferred his used 1999 Astro Van to Animal Control. The light bar lenses were changed to "Yellow" for caution and the lettering was updated. Durbin stated that the new Animal Control vehicle has been lettered and is visible with blue paw prints on the white van.
- **Building Specifications:** Durbin stated that the committee reviewed the proposal from Hurst-Rosche Engineering regarding the specifications for the Animal Control Facility. Their total cost on a turn key operation was about \$38,000. The committee thought this was not within the budget and will look at other options for a facility. The County has not received any word yet on when the Stratmeyer facility can be looked at again.
- **Amended Animal Control Ordinance:** Durbin stated that Daniels is working with Betsy Wilson on amending the Animal Control Ordinance to help enforce the payment of citations and to have those payments go through the Circuit Clerk's Office. Assistant State's Attorney Betsy Wilson is reviewing the changes to the ordinance so the full board can review and adopt them in March 2008.
- **Pound Fee Increase:** Durbin stated that he received a letter from Brohammer informing the County of the increase in pound fees.

**2. Update on Recycling Center Facility:**

- **New Signs for Litchfield Recycling Facility:** Durbin reported that Jerry Dever from Litchfield submitted a quote of \$285.00 to replace both sides of the sign facing for the Recycling Facility in Litchfield and paint the sign posts white and the committee approved to have the work completed.
- **Village of Donnellson – Recycling Drop Off:** The Village of Donnellson is inquiring about putting in a Recycling Drop Off, and the committee will look into budgeting for a drop off in Donnellson this summer.
- **Presentation to St. Francis Hospital in Litchfield:** Durbin stated that County Coordinator Daniels and Dawn Lutz gave a presentation to some management personnel at St. Francis Hospital in Litchfield regarding the County Recycling Program. St. Francis Hospital already recycles cardboard, office paper, newspapers and magazines, and they would like to start recycling plastics and steel cans also.

3. **Approval of Purchase of Trailer for Recycling Office:** Durbin reported that the committee approved the purchase of a trailer from CMS in Springfield for a Recycling Center Office. The Highway Department would lay the rock for a base under the trailer and Charlie King from Witt will haul the trailer down to the Recycling Center. **Motion by Durbin, second by Kuchar to approve the purchase of a Trailer for the Recycling Center Office in the amount of \$3,020.00. All in favor, motion carried.**
4. **Update on Primary Election:** Durbin stated that County Clerk Leitheiser shared the Primary Election Summary Reports with the committee and reported that the overall voter turnout for the County was at 33%. The Elections went fine, but there was a concern with the Fillmore Polling place that may require a change in that location for future elections.
5. Durbin thanked board members for the plant that was sent to him after his brother's recent death.

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

1. **Approval of revised Personnel Manual:** Downs stated that the committee discussed sending a memo to offices with forms for employee days off and attendance sheets. Mary Bathurst will draft a memo and provide sample forms to be sent to department heads addressing employee overtime and attendance issues. The memo will also advise department heads that the payroll system can keep track of employee sick, vacation and personal time off if requested. **Motion by Downs, second by Bathurst to approve the revised Personnel Manual. All in favor, motion carried. (See Resolution Book 8, page 38).**
2. **Update on ID Badges:** Downs stated that a memo would be sent out to remind county employees to wear their ID Badges.
3. **Update on Highway Union Negotiations:** Downs reported that discussion continues on the open issues regarding the Highway union negotiations. The next meeting is Wednesday, February 13<sup>th</sup>, at 8:30 AM in the PBC room.
4. **Update on Union Grievance:** Downs reported that he received a letter informing the committee that the Jailer's/Dispatcher's Union has dropped the grievance that was submitted last month.

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

1. **Ambulance Call Reports:** A summary of monthly operations for December 2007 is as follows: Total calls: 306: Total amount billed: \$161,461.00: Amount collected: \$70,269.25.  
A summary of monthly operations for January 2008 will be presented at next month's meeting as Litchfield reports still need to be entered.
2. **Director Holmes Report:**
  - Vice Chairman Blankenship reported that the billing problems with the City of Litchfield are being worked out.
  - There will be an Emergency Preparedness Exercise in May 2008 at the Continuing Recovery Center in Irving.
  - There will be a Weather Spotters class on February 20<sup>th</sup>, 2008 at 6:30 PM at the Community Building in Taylor Springs.
  - There was some "Groove" Software training with ISEMA on January 23<sup>rd</sup> at the IEMA training center in Springfield. "Groove Virtual Office" is software that allows a group of users to work together as if they were all at the same physical location, and promotes a single place of entry for data collection, file sharing, and project coordination.
  - County MABAS Representative Larry Jamrozek from West Frankfort was here on January 29<sup>th</sup> and spent the morning going over records, addresses and policies, with County's MABAS doing well. Holmes stated that they had most of the information that was requested and the entire MABAS

inventory was up to date and properly inventoried. Jamrozek will return February 23<sup>rd</sup> to review the HazMat trailer, and IMAT trailer and will spend time with the HazMat Team.

- There will be a Statewide Tornado Drill on Tuesday, March 4<sup>th</sup>, 2008.

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

1. **Update on Butler/Hillsboro Abandoned Rail Line:** Deabenderfer stated that the rail line property was appraised by Aumann Realty in the amount of \$16,970.00, at 33.94 acres using an appraisal comparison to other bike trail properties at \$500.00 per acre. Deabenderfer stated that it was a good thing to get the property appraised, but reminded members it had already been approved to be purchased from Mr. Kee for \$75,000 at the November, 2007 Full Board meeting. The County intended to look into grant money for partial reimbursement of the property purchase, but has decided not to pursue a grant application. The Economic Development Committee asks the County to deed the property over to NAGs as long as there is a stipulation that an easement could be obtained for the Village of Butler for sewer lines. Sielschott questioned if the easements were secured for the sewer line, and Deabenderfer stated that the Butler Village Attorney is checking into easements and clarity of title, and will report their findings to the Committee. Downs questioned if the Village of Butler would be able to get the easements, and Deabenderfer and Chairman Plunkett stated that the easements should not be a problem.
2. **Update on Hog Confinement Facilities Issues:** Deabenderfer stated that Dean Butler addressed the committee regarding his property near a proposed Hog Confinement facility, and Butler told the committee that he would like to see future help for county residents in the form of zoning for these types of facilities near residential areas. Deabenderfer stated that the proposed facility located between Farmersville and Morrisonville is only a 960 unit facility, and a public hearing does not have to take place under Illinois law because the facility will be under 1,000 units and a lagoon will not be used for the waste. Pat Currey from the University of Illinois Extension will be asked to speak at the next Economic Development meeting regarding County Zoning and Planning. Deabenderfer stated that Mrs. Hitchings was also at the committee meeting to discuss the Hog Confinement facility and gave her account of what it is like to live near a hog confinement facility. He stated that even though the larger hog confinement facility in South Litchfield Township is no longer being considered as reported earlier by Chairman Plunkett, the County needs to make provisions to assist property owners with their quality of life concerns, and considering zoning should be looked at as an Economic Development tool and not as a negative.
3. **Update on MCEDC Annual Meeting:** The annual Montgomery County Economic Development Corporation meeting was held on Tuesday, January 29<sup>th</sup>, 2008 at the Hillsboro Country Club, and Chairman Mike Plunkett recognized for his leadership, Corporation representative Heather Hampton-Knodle presented the 2007 accomplishments of the MCEDC and the Election of Officers took place. A Night of Networking will be held on February 21<sup>st</sup>, 2008 at the Red Rooster Inn in Hillsboro. MCEDC representative Amanda Cole gave an update on the MCEDC, which presently has 45 members.

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

1. **Update on Fire Life & Safety Issues:** Chairman Bone reported that the new surge protectors, carbon monoxide detectors and smoke detectors have all been installed at the Courthouse Complex. An Otis Elevator service repairman advised Bone that a car handrail and door restrictors need to be installed on the elevator in the Historic Courthouse to bring it up to code, and Otis will submit a proposal for the work.
2. **Ceiling Plaster Removal Approval:** Brent Lance of Hurst-Rosche stated that he can put together a bid package to address the remaining plaster removal in phases. It will take approximately one month to get bid work ready, and Hurst-Rosche will prepare a proposal for doing the bid specs. The committee received a letter from Engineer Boehler regarding getting the rest of the plaster removed. **Motion by**

**Bone, second by Myers to approve having Hurst-Rosche Engineering draw up bid specs for the remaining ceiling plaster removal. All in favor, motion carried.**

3. **Heating Issues at New Courthouse:** Heating issues at the New Courthouse have been addressed. Johnston Controls was here earlier this week and found a couple of valves that need to be replaced.
  
4. **Update of Bid for Historic Courthouse Outside Wall Repairs:** There were no bids to open for the repairs to the outside walls of the Historic Courthouse. Jamie Huber of Huber Sanitation had a bid prepared but was unable to get it turned in before the committee meeting. The committee has tabled the discussion until they have had a chance to look at the bid next month.
5. **Approval of Small Garage Roof & Electricity:** Bone reported that one bid was received from Tim Lipe Construction for work on the small garage roof in the amount of \$1,365.00, and the committee approved the bid, with the garage to be used for equipment storage. **Motion by Bone, second by Matthews to approve the bid from Tim Lipe Construction in the amount of \$1,365.00 for work on the small garage roof. All in favor, motion carried.**
6. **Non-smoking Signs:** Bone reported that the “No Smoking” signs will be ordered from Jorn Signs for \$226.00.
7. **Update on Panic Button Testing at Historic Courthouse:** Diana Holmes tested the Historic Courthouse panic buttons on January 17<sup>th</sup>, 2008 and all tested fine. The testing of the panic system in the Historic Courthouse will be done on a monthly basis.
8. **Update on Maintenance, Janitorial Staff & Cleaning Issues:** Bone stated that the committee discussed maintenance and custodial staff and reviewed work items that Roy Wilson is performing. The Sheriff has stated to the committee that Wilson has been working mainly with Maintenance worker Lloyd Meyer and should be considered Maintenance under the direction of the County Board, and discussed the fact that this will not be a union position. The committee approved re-hiring Wilson as part time maintenance non-union employee under the direction of the Building and Grounds Committee. Wilson will work 6 hours per day, Monday through Friday and Chris Daniels the County Coordinator will be Wilson’s immediate supervisor. The part-time salary for Wilson comes out of Office 005, Building and Grounds Committee. A letter will be sent to Sheriff Vazzi regarding job descriptions and job re-classification. A memo will go out to all offices regarding the job duties and that work orders need to be completed for Maintenance work. Work Orders will be emphasized to help prioritize maintenance work.
9. **Update on Ceiling Repair Costs:** Bone stated that the reimbursement for ceiling repairs from the County’s Insurance, ICRMT came in at \$33,727.86, and the Insurance agent said the County was lucky to get that. The total ceiling repairs for the County Clerk’s Office and hallway was \$77,462.95 and the ceiling repairs in the Treasurer’s office was \$32,970.87, so the county will be liable for paying the remaining \$76,705.96.
10. **Building Use Analysis:**
  - **Enter into Executive Session: Motion by Bone, second by Downs to enter into executive session to discuss Property Acquisition. All in favor, motion carried.**
  - **Return from Executive Session: Motion by Bone, second by Branum to come out of executive session. All in favor, motion carried.**

#### **APPROVAL OF 8 COMMITTEE REPORTS & MINUTES:**

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

**ANNOUNCEMENTS:** Each Board member received a 2008 membership card from the Illinois Association of County Board Members.

**SCHEDULE CHANGES:** Plunkett reported that there will be a special Personnel Committee meeting on Wednesday, February 13<sup>th</sup>, 2008 at 8:30 AM in the PBC room of the Courts Complex to continue Union Negotiations with the Highway Department.

Plunkett reminded members that the March, 2008 Finance Committee meeting will be held on March 10<sup>th</sup>, 2008 at 8:30 AM but will be in the PBC room instead of the County Board room because of the County Tax Sale.

**APPOINTMENTS:**

**Motion by Myers, second by Blankenship to approve the appointment of Republican Dick James to the Permanent Vacant position on the Board of Review. All in favor, motion carried.**

**Motion by Bathurst, second by Helgen to approve the appointment of Republican Joe McNeal to the Temporary Vacant position on the Board of Review for the 2008 session. All in favor, motion carried.**

**PAY BILLS:**

**Motion by Sielschott, second by Blankenship 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 Full Board Meeting on *Tuesday, March 11<sup>th</sup>, 2008 at 8:30 AM* in the County Board Room, Historic Courthouse, Hillsboro, Illinois. Motion by Kuchar, second by Beck to adjourn the Full Board Meeting. All in favor, motion carried.**

Meeting adjourned at 9:45 AM.

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