Montgomery County Board
Minutes

For Tuesday, November 8th, 2011 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, November 8th, 2011 in the Farm Bureau Building, Hillsboro, Illinois.
The meeting was called to order by County Board Chairman Mike Plunkett at 8:30 AM.
Roll call was taken. 20 members present, 1 member absent.
Members Present: Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Bonnie Branum, Ronald Deabenderfer, Robert Durbin, Joe Gasparich, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Sharon Kuchar, Scott Merano, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams.
Members Absent: Frank Komor
Pledge of Allegiance to the flag was given. Chairman Plunkett asked Dave Strowmatt to lead the Pledge in honor of Veterans' Day this Friday.
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 Hertel, second by Kuchar to approve the Minutes of the Previously County Board Meeting held on Tuesday, October 11th, 2011. **All in favor, motion carried**.

CONSENT AGENDA:

1. **Chief Assessment Officer's Report –** was submitted.
2. **Circuit Clerk's Report –** was submitted.
3. **County Clerk and Recorder's Report –** Sandy Leitheiser was present for questions and announced the filing period for the March 20th, 2012 General Primary Election to begin Monday, November 28th at 8:00 a.m. – 5:00 p.m. through December 5th.
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 –** Jim Vazzi was present for questions. Hertel asked about the inmate population at the jail on weekends including females and Vazzi replied about 35-40 inmates were there, and the jail holds 6 females but currently has 7 females there.
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 Merano, second by Miles to approve the 11 items on the Consent Agenda. All in favor, motion carried.

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT:

1. **Village of Ohlman Nuisance Ordinance Violation Concerns -Update:** Chairman Plunkett, Treasurer Jenkins, EPA Inspector Bill Gonet, State's Attorney Chris Matoush, Sheriff Vazzi, Chris Daniels and board member Chuck Graden met with Village President Dennis Aumann, Jackie Rakers and Jim Curd of the Village of Ohlman on Monday, Oct. 24th, 2011. Last month the Village came to the Full Board meeting and asked for help with nuisance ordinance issues. Chairman Plunkett stated the State police can help with their vehicles, and they were given advice to restructure their ordinance. He believes they now have direction to take care of their problems.

2. **2012 Montgomery County Full Board Meeting Dates and Time -Update:** The Committee approved Full Board meetings on the 2nd Tuesday of each month at 8:30 a.m.
3. **2012 Coordinating Committee Meeting Dates and Time -Update:** The Coordinating Committee approved their meetings on the last Tuesday of each month at 5:30 p.m. with December's meeting changed to Wednesday the 26th.
4. **Resignation of Regional Office of Education Superintendent Tom Campbell –Approval Motions at end of meeting:** Chairman Plunkett reported that he received a letter of resignation from Tom Campbell and a copy was given in each board member's packet. **(See Resolution Book 11, pages 234-235).** According to Campbell's letter, the issues between the State budget and the Regional Office of Education have resulted in his resignation. Plunkett stated by law we have 60 days to find a replacement and there is much at stake as funding will stop at the end of December 2011. There are 10-12 employees in the early childhood program whose jobs could be gone forever. If people are laid off, ROE won't get the money for the months they did not work. Plunkett stated we need to do everything we can to find a replacement by November 16th, 2011. Hertel stated this person would need an Administration Certificate and meet other qualifications, and be willing to work for nothing. We could possibly talk to other Superintendents as some Superintendents have taken over surrounding counties to work with their grants. The appointed ROE must be of the same party as the current Superintendent, who is Republican. Treasurer Jenkins asked if the County can manage the grants for ROE, and Plunkett replied he doesn't know if this is allowed under the law. Gasparich asked who would sign the certificates for teachers and Plunkett replied that Assistant Superintendent Bob Jackson who is based in the Taylorville ROE office is in place to sign documents. Durbin reported that UCCI is fighting the State government on this issue with their attorney/past teacher leading the effort by talking to Senators and Representatives to help resolve this issue. Gasparich asked if Plunkett could send a letter to the State of Illinois to take action, and Plunkett replied he would as there are four ROE Superintendents who have resigned throughout the State at this time. Plunkett stated that we need to appoint an interim Superintendent by our December meeting. ROE representative Dawn DeClerk spoke to the Board stating the office needs money borrowed in January to keep current services in place, and that the ROE Superintendent is the only one who can borrow money from the bank. The ROE has had to borrow funds for the last four years. County Clerk Leitheiser stated the office will be up for election on the March 2012 and November 2012 ballots for a 2 year unexpired term and she will contact Mr. Campbell and request he write a letter of resignation to the State Board of Elections so that state office can be informed to be able to accept petitions from potential candidates during the November 28th through December 5th, 2011 filing period.
5. **Coal Mine Tour and Presentation -Update:** Chairman Plunkett stated there will be a Coal Mine presentation at the December, 2011 meeting.

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

1. **ADA Coordinator Position -Approval:** Bone stated the committee discussed the need to appoint an ADA Coordinator per a new law that requires this position for governments with 50 or more employees. Circuit Clerk Lemons informed the committee that Judge Schwarm appointed all the Circuit Clerks to this position within his circuit, and Lemons will check to see if the Grievance Policy is the same for the courts as it is for the other County buildings. The grievance procedure will need to be put on the County Web Site. Leitheiser emailed a sample grievance and public notice she compiled from the Department of Justice to Assistant State's Attorney Betsy Wilson. Hertel asked who decides whether county funds are spent on an ADA issue, and Plunkett replied a grievance procedure will need to be set up and Lemons will be the county's contact representative and will report issues to the Building & Grounds Committee and the County Board. The Building & Grounds Committee would correct any ADA issues. **Motion by Terry Bone, second by Scott Merano to Appoint Circuit Clerk Holly Lemons as the County ADA Coordinator. All in favor, motion carried.**

2. **<u>Exterior Lighting -Update</u>:** Bone reported the Committee reviewed a proposal from A & D Electric to install new induction lighting for the outside parking lot areas around the courthouse complex and jail which are more efficient and give off 50% more light. There are a total of 22 lights that would be replaced with new fixtures with glass lenses versus the plastic lenses that turn yellow. The proposal for replacing the 22 lights is $8819.84 with a DCEO grant rebate in the amount of $990.00. After some discussion, the committee would like the burned out lights replaced now by our maintenance crew and will look at replacing all the pole lights at another time.
3. **<u>Historic Courthouse Renovations -Approval</u>:** Bone stated that Brandon Little of Hurst-Rosche Engineers reported that the project is running on schedule. Del Scott from Korte & Luitjohan informed the committee that work on the 1st floor HVAC system will start on a Friday at 4:00 pm, and they will work all weekend so the first floor offices could be open to the public on the following Monday morning. Scott thinks the HVAC work can be done in the Treasurer's office and first floor restroom without overtime, and he is still working with the HVAC subcontractor to get labor costs to do this on the weekend and will have the costs by next week. Some furniture can't be moved for the HVAC replacement in the County Clerk's office, so the contractor has to build a bridge over the desks to get to the duct work. Carpet in the County Clerk's office will not be installed until after the HVAC issues are complete on the 1st floor. Treasurer Jenkins would like the work to be done in that office on a non-payroll week and Scott stated they will work around that. Chairman Plunkett stated to the committee and Full Board that we checked on trying to recoup some of the additional HVAC costs from the Energy grant and we found out that we will be able to bill the additional labor costs to the grant. The change order for the additional labor to install HVAC on the 1st floor will be presented at the December Full Board meeting and work will not start until after this is approved. Hurst Rosche representative Little will also check with Lance to get sketches for new ADA counters for the Treasurer's and Clerk's offices.

   Little addressed the Board with two change orders. 1.) Korte-Luitjohan proposed a quality door style change for a $4,055 credit toward the project. 2.) Exterior small ramp needs handrails at no extra cost. He reported there were multiple layers of asbestos tiles in the old ROE office and contractors will have to put in a full inch of plywood down at a cost of $2,186. At the present time the original Historic Courthouse renovation project cost is reduced from $889,400 and now is at $887,531.

   Little also reported the following change orders for the next Board meeting:
   1. Electric change - Missed an Electrical panel from1st bid to 2nd bid. One panel in the Board room needs to be moved.
   2. Wall finish change on the east walls when paneling was taken down.
   3. Data closet addition on 3rd floor - Need wall, door and HVAC.
   4. HVAC changes on 2nd floor due to raising the floor. Ducts will be on 3rd floor and run into ceiling on the 2nd floor.
   5. 2nd floor Conference room would have HVAC in the closet. Should be no charge.
   6. Roof on the northeast corner is in poor shape. Korte & Luitjohan will get a price for putting membrane on the flat roof where the A/C units are sitting. Bone stated this area of the roof needs replaced before the new A/C units are installed.

   Little reported that during original demolition on the 2nd floor there were so many wires in the ceiling that they couldn't track them all, so they took everything out that originally serviced the internet on the 2nd floor. He stated a data closet needs to be installed on the 3rd floor, and Information Technology representative Purcell reported to the committee that they had a meeting about the wiring that was taken out. The data closet on the 3rd floor will accommodate data wires from Coordinated Services office, and Purcell felt strongly enough that this work needs to be done to offer to take it out of his Information System budget but Treasurer Jenkins suggested all renovation expenses come out of office 340 so they can be tracked. The cost to run these wires and equipment will be about $7,500. **Motion by Bone, second by Graden to Approve Expenses for Equipment and Data Wires being run from the 2nd floor to the 3rd floor for $7,500 to be Added to the Project Cost out of Office 340.**

Voice Vote: 19 members – Yes, 1 (Merano) – No. All in favor, motion carried. Hertel asked Little how much has been paid on renovations so far, and Little stated he would retrieve this information. Hertel stated the County needs to pay as much as we can out of this year's budget ending November 30th, 2011.

4. **Media Archive Room and Storage Needs in Historic Courthouse -Update:** Treasurer Jenkins stated to the committee that the Media room needs to be at least 15' x 15' to accommodate the scanning equipment, and the committee discussed using the 3rd floor of the Annex building for storage. The committee stated that we could come up with items that can be stored over there that do not need to be accessed very often or that need to be in a controlled environment.
5. **Maintenance Issues and Report -Update:**
   - Bone received information regarding grant availability with DCEO for HVAC replacement for the Courts Complex. Lloyd Meyer will check with Johnson Controls about bid specs for the new air conditioning.
   - Bone stated painting the Board room and new carpet will be addressed after the renovation project.
6. **Seeking Bids for Hydraulic Lift -Approval:** One bid was received for $750. **Motion by Bone, second by Bishop to Sell the Hydraulic Lift to Susan Poleon for $750. All in favor, motion carried.**
7. **2012 Buildings & Grounds Committee Meeting Dates and Time -Update:** The Building & Grounds Committee approved their meeting times for 2012. The committee will meet on the Friday before Full Board at 8:30 a.m. April, 2012's meeting will be changed to Monday, April 2nd, 2012.

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

1. **County Comprehensive Plan -Update:** Deabenderfer reported the Contract was signed November 1st between U of I Extension and consultant Keith Moran, who was hired to complete the Comprehensive Plan. The next Planning Commission meeting will be November 17th at 5:30 p.m. and the entire meeting will be used to review the Plan document. The Economic Development Committee plans to review the final plan in December and then a Public Hearing will be scheduled and the Full Board will also review and approve the Comprehensive Plan. Montgomery County Planning Commission member Bill Schroeder asked if the County has been required to pay any extra money for U of I to complete the Plan. Plunkett replied we are still withholding $10,000 upon completion of the plan.
2. **MCEDC -Update:** Deabenderfer reported that Amanda Cole introduced newly hired Montgomery County Economic Development Corporation Executive Director Erica Kennett to the committee, and Kennett gave the committee a brief overview of her background. The Economic Development Committee needs to recommend the appointment of Erica Kennett as an Ex officio MCEDC Board Member. Cole also reported to the committee that the MCEDC Summit had about 56 people in attendance with Tim Mills of Columbia Missouri as the speaker. Deabenderfer commended Tonya Flannery for her hard work in serving as an intern with the MCEDC.
3. **Quarterly Enterprise Zone Meeting -Update:** Deabenderfer reported that a quarterly meeting of the Enterprise Zone council was held Wednesday, November 2nd at 6:30 p.m. and stated that the mayors met to discuss common interests.
4. **2012 Economic Development Committee Meeting Dates and Time -Update:** Deabenderfer reported that the committee approved the 2012 Economic Development Committee Meeting Dates on the Wednesdays before Full Board at 6:00 p.m. with July's meeting changed to Wednesday, June 27th due to the 4th of July holiday.

5. **Intergovernmental Cooperation Agreement with West Central Development Council as Lead Agency to Obtain Funds from USDA -Update:** Deabenderfer stated that the committee reviewed and approved the resolution from West Central Development Corporation. **Motion by Deabenderfer, second by Kuchar to Approve the Intergovernmental Cooperation Agreement with West Central Development Council as Lead Agency to Obtain Funds from USDA. All in favor, motion carried. (See Resolution Book 11, page 236).**

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

Ambulance Call Reports:

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

Total calls: 325 Total amount billed: $189,110.10 Amount collected: $98,659.55

AMBULANCE REPORT:

1. **Collections -Update:** Moore reported there were 314 calls for October. Total Collections for October are $105,481.61. (New system -$105,107.85, Old system -$373.76) Total billed was $176,675.90.
2. **Small Claims -Update:** Moore reported small claims dates as November 3rd and again on December 9th.
3. **Five Ambulance District's Agreements -2011 -Approval:** Moore reported we have Nokomis/Witt, Raymond/Harvel, Farmersville/Waggoner, and Litchfield Contracts signed with Insurance Certificates. Hillsboro has their contract signed and will send in their Insurance Certificate to the Treasurer's office. Holmes stated to the committee that all Five Ambulance Districts are aware that the 2012 contracts will be due in January 2012. **Motion by Moore, second by Gasparich to Approve the Five 2011 Ambulance District's Agreements. All in favor, motion carried. (See Resolution Book 11, pages 237-265).**

EMA:

1. **State Contract– Heater Meals, Cots, and Blankets -Update:** Moore reported we are getting prices for cots and blankets for County disaster shelters and may waive getting heater meals at this time.
2. **2012 EMA/Ambulance Committee Meeting Dates and Time -Update:** Moore reported that EMA meeting times will be held on the Tuesdays before the full Board meeting each month start at 3:30 p.m. instead of 3:00 p.m. beginning in January 2012. The September, 2012 Committee meeting has been changed to Friday, September 7th due to the IEMA conference. The Courthouse is closed on November 6th for Election Day, so the Committee will meet on Monday, November 5th, 2012.
   Moore reported a National Test of Emergency Alert will be held on Wednesday, November 9th, 2011 at 1:00 pm.

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

1. **Pathologist used by Coroner -Update:** Blankenship stated Coroner Rick Broaddus and Deputy Coroner Joletta Hill attended the committee meeting and reported on the status of services by current and past Pathologists. The past Pathologist was not Board Certified in Forensics, and the current Pathologist has a huge backlog of cases, some still pending from June, 2011. State's Attorney Matoush also attended the committee meeting and stated for important cases involving a wrongful death that he recommends the county use a Pathologist that is board certified in Forensics. Broaddus reported to the committee that he contacted Dr. Nanduri who is based out of Madison County, and she willing to come to St. Francis Hospital to perform the autopsies for $1,500 each. Autopsies cost $800 each at the present time. Blankenship reported that cases with non-communicable diseases will cost $1,300. The Committee approved the additional $20,000 increase in the FY 2012 Budget for autopsies due to the requirement to use a certified Pathologist.

2. **Public Defender Office Position -Update:** Blankenship reported Public Defender Dave Grigsby addressed the committee requesting guidance in hiring a secretary since his current staff person will be retiring at the end of the year. Grigsby will post and advertise for the position with a starting salary of $18,800.
3. **Quitclaim Deed from Springfield Coal Company to Montgomery County for Parcel ID 03-04-200-001 near the Green Diamond Bike Trail -Approval:** Blankenship stated that Mike Webb addressed the committee with an issue regarding the County owned Green Diamond Bike Trail that crosses over a parcel ID 03-04-200-001 owned by Springfield Coal Company. The easement to cross over their property was not filed when the trail was developed years ago. The open south shaft was filled in and repaired to IDNR's specifications. The legal description provided by Springfield Coal was from an old deed and is difficult to map out. Springfield Coal is willing to quitclaim deed a portion of the parcel because our Bike Trail is on it, and the parcel totals to about 15 acres. Deabenderfer stated that he feels the bike trail will someday be expanded and that we need to keep the bike trail. Blankenship reported the Bike Trail began in 1997 and Springfield Coal has been paying taxes on this particular parcel that our trail crosses. The Board received maps depicting the shaded area pertaining to the parcel in discussion. Chairman Plunkett suggested surveying the trail and keeping the trail portion but selling the remaining parcel to get it back on the tax rolls. Miles stated it will be hard to sell since it is landlocked. Hertel and Bone were concerned about the mine shaft on the property. Williams asked about liability and was told that the IDNR Land Reclamation fund repaired the cave-in problem last summer. **Motion by Blankenship, second by Williams to Accept the Quitclaim Deed from Springfield Coal for Parcel ID 03-04-200-001. Roll Call Vote: Ayes - 14, Nays – 6, Absent – 1.** ***Those Voting Aye:*** **Bathurst, Beck, Bishop, Blankenship, Deabenderfer, Gasparich, Graden, Hitchings, Merano, Miles, Moore, Plunkett, Wendel, Williams.** ***Those Voting Nay:*** **Bone, Branum, Durbin, Helgen, Hertel, Kuchar.** ***Those Absent:*** **Komor. Motion carried. (For copy, see Resolution Book 11, pages 266-271).**
4. **Revolving Loan Fund -Update:** Amanda Cole reported to the committee that one payment for the revolving loan fund was received in October, and the bankruptcy case for one of the businesses using the revolving loan fund is in the court system. Cole stated the bank has a list of interested buyers for the property involved in the bankruptcy; however they will have to wait for a minimum of six months pending its outcome.
5. **Cost Study for County Fees -Update:** Blankenship reported the committee reviewed a report from Maximus for the Cost Study they compiled for county fees. The Finance Committee and County Board will review all the reports and fee recommendations for action at the December Full Board meeting, and if approved, the fees would then increase on January 1st, 2012. Members received detailed fees and descriptions were included in board packets.
6. **Forrestal Group Report of Assessments for Coal Mine -Update:** Consultant Gene Stuard submitted a letter and a report for members to review regarding the formula and program that he implemented to assess the coal parcels. Chairman Plunkett stated the undeveloped coal parcels will be assessed at $75 per acre and the formula for developed coal will be $1,100 per acre. **(For copy of Forrestal correspondence, see Resolution Book 11, pages 272-281).**
7. **FY2012 Budget Changes and Recommendations -Update:** Blankenship reported the Finance Committee reviewed a report showing requested changes for Revenues and Expenses for the FY2012 Budget. Undersheriff Robbins stated to the committee that there is a need to raise the line item for Prisoner Meals by $10,000 because they needed to add in the costs of the dispatchers getting one meal a day. The revised report reflecting all the recommended changes to the FY 2012 budget handed out in September was received by members in the board packet. Blankenship stated the committee suggests that the FY2012 Budget be amended in January or February to reflect the cost changes for the county employees who accept the employee severance/buyout package.

8. **Fiscal Year 2012 Levies -Approval:** Resolutions read by State's Attorney Matoush as follows:
   - **Resolution #11-12: Resolution to Adopt the Fiscal Year 2012 Financial Appropriation Ordinance for $22,044,678.00. Motion by Blankenship, second by Wendel. All in favor, motion carried.**
   - **Resolution #11-13: Resolution to pass the General Corporate Fund levy for the current taxable year for $806,000.00. Motion by Blankenship, second by Moore. 19 members – Yes, 1 (Hertel) – No. Motion carried.**
   - **Resolution #11-14: Resolution to pass the County Health Department levy for $398,000.00. Motion by Blankenship, second by Wendel. All in favor, motion carried.**
   - **Resolution #11-15: Resolution to pass the Illinois Municipal Retirement Fund levy for $800,000.00. Motion by Blankenship, second by Branum. All in favor, motion carried.**
   - **Resolution #11-16: Resolution to pass the Social Security Fund levy for $440,000.00. Motion by Blankenship, second by Kuchar. All in favor, motion carried.**
   - **Resolution #11-17: Resolution to pass the levy for Insurance Premiums for $349,000.00. Motion by Blankenship, second by Helgen. All in favor, motion carried.** Includes Workers' Compensation, Property Casualty and Health Insurance.
   - **Resolution #11-18: Resolution to pass the Tuberculosis Care and Treatment Fund levy for $90,800.00. Motion by Blankenship, second by Merano. Voice Vote: 19 members – Yes, 1 (Gasparich) – No. Motion carried.**
   - **Resolution #11-19: Resolution to pass the County Highway Fund levy for $398,000.00. Motion by Blankenship, second by Branum. All in favor, motion carried.**
   - **Resolution #11-20: Resolution to pass the levy for the County Highway Federal Aid Matching Fund for $199,000.00. Motion by Blankenship, second by Bone. All in favor, motion carried.**
   - **Resolution #11-21: Resolution to pass the levy for the Special Aid to County Bridge Fund for $199,000.00. Motion by Blankenship, second by Wendel. All in favor, motion carried.**
   - **Resolution #11-22: Resolution to pass the levy for the Litchfield Special Service Area in the Amount of $197,000.00. Motion by Blankenship, second by Helgen. All in favor, motion carried.**
   - **Resolution #11-23: Resolution to pass the levy for the Hillsboro Special Service Area in the Amount of $100,000.00. Motion by Blankenship, second by Moore. All in favor, motion carried.** Hertel stated that the Hillsboro Ambulance District reduced their levy by $50,000 this year, which he commended.
   - **Resolution #11-24: Resolution to pass the levy for the Nokomis/Witt Special Service Area in the Amount of $114,782.00. Motion by Blankenship, second by Miles. All in favor, motion carried.**
   - **Resolution #11-25: Resolution to pass the levy for the Raymond/Harvel Special Service Area in the Amount of $46,000.00. Motion by Blankenship, second by Bishop. All in favor, motion carried.**

   Hertel stated after next year the County General Fund will no longer cover Ambulance Districts that go over their 105% levy.
   - **Resolution #11-26: Resolution to pass the levy for the Farmersville/Waggoner Special Service Area in the Amount of $65,000.00. Motion by Blankenship, second by Williams. All in favor, motion carried.**
   - **Resolution #11-27: Resolution to pass the levy for the County Extension Service for $154,910.00. Motion by Blankenship, second by Kuchar. Voice Vote: 19 members – Yes, 1 (Gasparich) – Abstain. Motion carried.**

- **<u>Resolution #11-28</u>: Resolution to pass the levy for Senior Citizen Social Services for <u>$90,000.00</u>. Motion by Blankenship, second by Bishop. All in favor, motion carried.**
- **<u>Resolution #11-29</u>: Resolution to pass the Veterans Assistance levy for <u>$79,600.00</u>. Motion by Blankenship, second by Bone. All in favor, motion carried.**
- **<u>Resolution #11-30</u>: Resolution to set Salaries for the following Department Heads: Supervisor of Assessments - <u>$52,148.00</u>, Probation Officer - <u>$53,668.00</u>, and Four Assistant Probation Officers - <u>$153,677.00</u>. Motion by Blankenship, second by Williams. All in favor, motion carried.**
- **<u>Resolution #11-31</u>: Resolution to Authorize State's Attorneys Appellate Prosecutor and to Appropriate the sum of money not to exceed <u>$11,000.00</u> to be used if needed. Motion by Blankenship, second by Miles. All in favor, motion carried. (For copies of individual Resolutions, see Resolution Book 11, pages 282-302.)**

9. **<u>PASSING The Fiscal Year 2012 Budget & Revisions -Approval</u>: Motion by Blankenship, second by Hitchings to Approve the Fiscal Year 2012 Budget & Revisions which includes all the above mentioned Levies and Appropriations.** Gasparich asked if we know how much the county will have to borrow from coal money to keep in budget for FY2012. Treasurer Jenkins replied this would be approximately $4 million dollars, and stated revenues have been down $1.2 Million and Expenses up $500,000. Gasparich suggested looking at budget reductions next year for elected and appointed officials as he believes the county can't continue at this pace and he is not willing to make assumptions that the coal money will be there to operate the County and he cautioned members to be more fiscally responsible as we owe it to the citizens. Hertel stated that county fines collected are down $300,000 and the projection is that fees won't improve, plus currently we are borrowing to help pay IMRF, Social Security and Liability Insurance. Hertel stated if revenues do not increase we may have to raise taxes to cover the loss, and also said we have not raised health insurance premiums to employees for a few years and the Finance committee needs to look at each department's expenses to keep people employed. He also stated we should not be using Coal money for day to day operations. Gasparich stated the last thing we want to do is raise taxes when coal is coming out. Plunkett stated the Board will have to make hard decisions and be responsible with the coal money revenues, and explained that if Hillsboro Energy, LLC representative Dean Lee had made his coal mine presentation today, Lee would have announced potential 2012 coal mine royalties totaling 4.7 Million dollars. Plunkett stated we may not want to use coal money for operating expenses, but how can we pile up money in one pocket and raise money in taxes in another pocket. Plunkett stated we need to take a tough look at the coal money and how we want to spend it in the future, and it will be a test of this Board's character as to how we should use the coal money when it comes in. Deabenderfer said he had not committed to not spending coal royalties on day to day expenses. Plunkett said the Finance Committee will need to look at using coal money first on Infrastructure and Economic Development since the more businesses we assist, the more taxes they will generate. Hertel stated we need to set aside the coal money and still be frugal and responsible with the taxpayers' dollars and said it will take the entire Board to decide on how the coal revenue is spent. Gasparich made it clear he is not criticizing the Finance Committee, but the county doesn't know year to year what the State will pay us and he believes we need to look hard at discretionary spending. Chairman Plunkett shared his appreciation for the Board's thoughtful consideration of the budget. **<u>Roll Call Vote:</u> Ayes - 19, Nays – 1, Absent – 1.** ***Those Voting Aye:*** **Bathurst, Beck, Bishop, Blankenship, Bone, Branum, Deabenderfer, Durbin, Gasparich, Graden, Helgen, Hertel, Hitchings, Kuchar, Merano, Miles, Plunkett, Wendel, Williams.** ***Those Voting Nay:*** **Moore.** ***Those Absent:*** **Komor. Motion carried.**
10. **<u>2012 Finance Committee Meeting Dates and Time -Update</u>:** The committee approved the 2012 Finance Committee meeting dates on the Monday before Full Board at 8:30 a.m. with meeting changes to October 1st and November 5th, due to conflicts on October 8th (Columbus Day) and November 12th (Veterans' Day).

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

1. **Elections -Update:** Durbin stated County Clerk Leitheiser reported to the committee that the Democratic National Committee approved use of the new Congressional Districts as the Democratic National Convention delegates are elected at the March 20th, 2012 Primary Election. She also reported that the Help America Vote Act A.D.A. grant was used to upgrade A.D.A. signs and parking lines at polling locations in Coffeen, Waggoner, Farmersville, Panama, Donnellson, Litchfield, Nokomis, Schram City and Harvel.
2. **Recycling Program and Events:**
   - **Website -Update:** Durbin stated the website will be updated with recycling information.
   - **Raymond Drop Shed -Update:** Durbin reported the Committee discussed the four month average of revenues and expenses for picking up materials at the Raymond Drop Shed. Recycling materials have been weighed each time they are picked up and Lutz reported that it is taking more time than necessary. The committee approved to discontinue weighing the recycling truck when picking up the recycling drop off materials, because Durbin stated we can't take the time out to weigh the trucks especially during grain season.
3. **EPA Report -Update:** Bill Gonet reported to the committee that the closure of a cell at the landfill has gone very well and he has been responding to miscellaneous open dump complaints.
4. **Animal Control Facility and Program:**
   - **Animal Control Intake Summary -Update:** Durbin reported total intake was 38 animals: 23 dogs and 15 cats. Total of 44 leaving the facility: 7 were claimed, 10 were adopted, 22 went to rescue, 2 were euthanized and 3 died.
   - **Revenues & Expenses -Update:** Durbin reported revenues and expenses are on track for the fiscal year, and the last billing to Municipalities was recently sent.
   - **Rabies Clinic -Update:** Was held this past Saturday and 48 animals were vaccinated.
   - **Mobile adoption guidelines -Approval:** Durbin reported the committee originally reviewed the mobile adoption guidelines in April 2011 but there was no action taken at that time. This would be the guidelines for PAWS to do the mobile adoptions for the County. The committee felt that the mobile adoption guidelines could be approved just in case there would be a mobile adoption set up for cats. **Motion by Durbin, second by Bathurst to Approve the Mobile Adoption Guidelines. All in favor, motion carried.**
   - **Fees and Fines -Update:** Durbin reported a new schedule of fees and fines were presented to the committee for review. There is a new set of fines that will be implemented for Nuisance Violations once the amended Animal Control Ordinance is presented to the Board at the December meeting.
   - **Ordinance -Update:** Durbin reported revisions and updates to the County Ordinance are taking place. Once the revisions are complete, Daniels sent the ordinance to Assistant State's Attorney Wilson to review and approve this past week. The ordinance will then be mailed to board members so that they will have a chance to review before the December board meeting.
5. **Illinois Public Risk Fund Pooling Agreement -Approval:** Durbin reported that Affiliated Insurance Agencies President Jeff Weis addressed the committee regarding the (IPRF) Illinois Public Risk Fund. The new County annualized premium is $85,545.00. Chairman Plunkett stated that last month we approved going with IPRF for workers' compensation. **Motion by Durbin, second by Kuchar to Approve the Illinois Public Risk Fund Pooling Agreement. All in favor, motion carried. (For copy, see Resolution Book 11, pages 303-313).**
6. **Gentry-Couch Inc. -Update:** Durbin reported that Tom Couch was present at the committee meeting to respond to questions regarding his work with ICRMT and if there was a conflict. At the initial meeting last fall, when Couch gave his background he explained his relationship with ICRMT and other insurance companies. Couch stated to the committee that he didn't give ICRMT any sort of advantage, and said that his job was to get the insurance quotes to give to the committee to review. It was at the direction of the committee for Couch to make a recommendation after he researched and analyzed deviancies in the insurance proposals. Couch replied that he is not an agent for ICRMT and has no contractual agreement with him. ICRMT broker Paul Hamrock has turned in his Errors and Omissions Policy, which is now required after the insurance review process.

7. **2012 HWE Committee Meeting Dates and Time -Update:** The HWE Committee approved their meeting dates for the Thursday before Full Board at 8:30 a.m.
8. **Recycling Center Bid:** Graden asked what company received the bid for the Recycling Center project, and Durbin stated the company was from Highland, and referred Graden to prior minutes for further information.

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

1. **Resolution Adopting Revision to Cafeteria Plan/Summary Plan Description -Approval:** Copies of the resolution were in the board packets. Kuchar stated this pertains to over-the-counter prescriptions under health insurance. Bathurst stated the revision is changing rules concerning pre-tax. **Motion by Kuchar, second by Bathurst to Approve the Resolution Adopting the Revision to Cafeteria Plan/Summary Plan Description. All in favor, motion carried.**
2. **IRS Fringe Benefits Amendment #1 -Update:** Kuchar reported that Treasurer Jenkins stated an amendment is needed to the Policy concerning personal use of Montgomery County property. There are four employees who take their county vehicle home and will need to sign this amended contract. The agreement is for an IRS tax for $3.00 per day for 240 work days per year for the use of the county vehicle for work use. The IRS deduction will also be taken out of the employee paychecks throughout the year instead of at the end of the year.
3. **2012 Personnel Committee Meeting Dates and Time -Update:** The Committee approved the 2012 Personnel Committee Meeting Dates to be held on the last Thursday of Each Month at 8:30 a.m.
4. **ICRMT Employee Seminar -Update:** Kuchar reported the ICRMT Employee Practice seminar held in Springfield last week was very informative and included training on FLMA and Worker's Compensation issues. Attorney Julie Bruch was the presenter, and she encouraged keeping current job descriptions for employees and reviewed some issues in the Fair Labor Standards Act regarding exempt and non-exempt employees and compensable time. The committee requested that Coordinator Daniels look into whether this same seminar can be given here for our County Office Holders in January.
5. **Employee Personnel Manual -Update:** Kuchar reported the Committee continued discussion regarding the Personnel Manual, and they discussed the issues regarding the Salary Exempt positions and made a few changes. Discussion also took place regarding annual increases for non-union employees getting the same increase regardless if they work in an office with Union employees. The revised copies of the first 12 pages of the Personnel Manual were given to Board members to review, and the board will be asked to take action on these proposed changes at the December, 2011 Meeting. Kuchar stated that items highlighted in blue in this section of the Personnel manual have no revisions, the yellow highlighted items have revisions to review, and the Pink highlighted items were revised since the special Personnel Meeting held last month. Kuchar stated the ICRMT Seminar shed light on the topic concerning law enforcement and exempt positions. Chairman Plunkett stated the Seminar gave information on exempt and nonexempt classifications and we can furnish county board members with a copy of the Seminar's handouts. Durbin reported that the Seminar also talked about computers' use at work and Kuchar replied that computer issues are addressed in the Personnel Manual.
6. **Laborers Union in the Sheriff's Department -Update:** Kuchar stated that the Laborers Union has submitted their proposals for the union negotiations, and the Personnel Committee will review these proposals at their next regular meeting which will be held on Thursday, November 17th, 2011, which is moved up one week due to Thanksgiving.

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

1. **Guest Bill Borklund -Update:** Branum reported Bill Borklund addressed the committee by stating that he represents the homeowners of Lake Lou Yeager and he wanted to advise the County and State of the situation with City of Litchfield owned roads in that area.

2. **Red Ball Trail Project Bid Letting -Update:** Branum stated the Red Ball Trail Bid Letting was held Tuesday, November 1st, 2011 at the County Highway Building, and there were 4 bids received. The lowest bid was from Moniger Excavating in the amount of $1,243,598.35, which is about 17% higher than the engineer's estimate. Branum said this is the second time this project has been bid out, and the State will fund $575,000 through a grant agreement. There is an agreement with Ameren to split the balance 50/50, however Ameren's amount was not to exceed $280,000, so the county portion would be a total of $388,000, which is still too expensive. The committee discussed possibly using the $94,000 that has been in a fund from the prison acquisition about 30 years ago. Chairman Plunkett reported the good news was the low bid came down $100,000, and told members that he and Branum, Bone and Engineer Smith met with Ameren on Monday, November 7th and to discuss splitting the balance of the money but didn't get a decision from officials. Plunkett stated there is a 45 day window on the bids and if approved, the project could start in June, 2012.
3. **County MFT Maintenance Resolution #2011-10 with IDOT -Approval:** The committee recommends the approval of County Maintenance Resolution #2011-10 with IDOT. **Motion by Branum, second by Bishop to Approve the County MFT Maintenance Resolution #2011-10 with IDOT. All in favor, motion carried. (See Resolution Book 11, page 314).**
4. **Farmersville Subdivision Ditch -Update:** Branum reported that the Village of Farmersville has requested to install culverts and fill in a steep ditch that borders a subdivision to improve mowing conditions. The committee discussed that the Village of Farmersville would need to take over jurisdiction of the road if they want to fill in the ditch, and Engineer Smith reported that he also called Assistant State's Attorney Wilson to relay this request for her advice. Engineer Smith will handle this with the Village of Farmerville.
5. **Finance Sub-Committee Fee Recommendations -Update:** Branum reported members have a copy to vote on next month.
6. **Striping County Roads -Update:** Branum reported that striping is done from Fillmore to Rt. 185 by Briteway Striping and the Highway Department forces have done a good job.
7. **Walton Park Bridge -Update:** Branum reported IDOT completed the inspection and approved the project. The State will review all paperwork in the next six months to one year and will send an approval letter so that the County can transfer jurisdiction of the Walton Park Bridge Road to the City of Litchfield.

Hertel thanked the Road & Bridge Committee for sending Highway Department Assistant Engineer Dustin Sefton to Bridge Inspection class to help save the county $30,000 a year.

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

ANNOUNCEMENTS: Chairman Plunkett stated the Personnel Committee meeting is a week ahead on November 17th, 2011 due to Thanksgiving.

IEMA reminds the public of the Emergency Alert System National Test on Wednesday, Nov. 9th, 2011 at 1:00 pm.

Chairman Plunkett stated the Employee Christmas Luncheon will be held on December 15th, 2011 from 11:00 am to 1:30 pm in the Fellowship Hall of St. Paul's Lutheran Church.

RESIGNATIONS:

Motion by Hitchings, second by Merano to Accept the Resignation of Christian/Montgomery Counties Regional Office of Education Superintendent Tom Campbell. All in favor, motion carried.

APPOINTMENTS:

Motion by Williams, second by Beck to re-appoint Larry Ziegler as Commissioner to the Zanesville #3, County Zone #15, Drainage District for a three year term which expires December 31st, 2014. All in favor, motion carried.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore**: **Motion by Bishop, 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. **Motion by Blankenship, second by Hitchings to pay all other approved bills. All in favor, motion carried**. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2011.

ADJOURN: Until the Full Board Meeting on *Tuesday, December 13th, 2011 at 8:30 a.m.* at the Farm Bureau Building, Hillsboro, Illinois.

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

Meeting adjourned at 10:20 a.m.

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