

**Montgomery County Board
Minutes**

For Tuesday, July 12th, 2011 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, July 12th, 2011 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. 18 members present, 3 members absent.

Members Present: Mary Bathurst, Connie Beck, 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.

Members Absent: Nikki Bishop, Frank Komor, Dennis Williams

Pledge of Allegiance to the flag was given.

Mileage and Per Diem Approval:

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

Approval of Minutes of Previous County Board Meeting:

Motion by Hertel, second by Gasparich to approve the Minutes of the Previously Adjourned County Board Meeting held on Tuesday, June 14th, 2011. All in favor, motion carried.

CONSENT AGENDA:

1. **Chief Assessment Officer's Report** – Ray Durston was present for questions.
2. **Circuit Clerk's Report** – Holly Lemons was present for questions. Hertel asked about the total collections from fines and fees, and Lemons stated that collections from fines and fees are down significantly from last year.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions.
4. **County Treasurer's Report** – was submitted.
5. **G.I.S. Coordinator's Report** – 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** – was submitted.
10. **T.B. Department Report** – Sally Adams was present for questions.
11. **V.A.C. Report** – Dave Strowmatt was present for questions.

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

COMMITTEE REPORTS:

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

1. **Coal Mine Progress -Update:** Patton Mining Human Resources Director Dean Lee gave a power-point presentation on the Coal Mine progress. **(See Resolution Book 11, p. 130-158).** The Board was shown aerial and underground photos of the mine site and Lee informed them he has been working for Patton Mining for 2 ½ years and has previous experience in Education and Public Relations. He named the Management Team for Patton Mining, stated the parent company, Foresight Energy, has 4 operations in Illinois and the Hillsboro Mine will be the #1 producing mine per man hour in the United States. The prep plant with 2 processing units will each process 1,000 tons of coal per hour, and one unit is currently running with 150,000 to 200,000 tons of clean coal on the ground right now. A rail loop is in the process of being built, which will be owned by Hillsboro Energy. Lee also stated that Deer Run mine has the #1 safety record with 342 days without a single loss-time accident, that safety is stressed each day, and Hillsboro has the lowest citation record of all 4 operations. Lee stated that currently they

employ 89 employees, and Deabenderfer asked about a projected employee figure and Lee replied approximately 170 will be employed. Gasparich asked if Lee could coordinate County Emergency Response with EMA since they will be using our resources in emergencies, and Lee stated they have their own Emergency Operations Plan but will coordinate with County EMA on best practices. He also stated they require an EMT on each shift and currently have 5-6 total EMT's. Hertel asked if there was a market in Illinois for the coal that Hillsboro produces, and Lee responded no, not at this time. Ameren currently uses Powder River Basin coal from Montana and Wyoming, and fifty percent of Foresight's coal is exported overseas with the remainder sent to Ohio, West Virginia, South Carolina and Florida. Lee reported that their corporate office will be relocating to St. Louis from Florida, and let the County Board know he has felt welcome here after 2 ½ years and he will be sending an invitation to the County Board for an Open House and Coal Mine Site Tour in September. Plunkett also stated the Economic Development committee is currently planning a tour of the mine. A complete presentation of photos and information will be posted on the Montgomery County website at www.montgomeryco.com.

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

- 1. Historic Courthouse Renovations -Approval:** Brent Lance of Hurst-Rosche Engineers reported that he has reviewed the bids that were received last month for the Historic Courthouse renovation. The lowest bid received was \$274,000 over budget and he has been trying to identify where these additional costs are. Lance verbally listed the following costs from the lowest bidder:

Mechanical/HVAC - \$270,000. **Estimate was \$200,000.**

Electrical - \$200,000. **Estimate was \$100,000.**

Plumbing - \$15,000

Elevator - under our \$200,000 estimate

Raising floor - \$20,000.

Exterior Stairs - \$75,000

Asbestos Abatement - \$12,000

Furniture - \$13,000

Ramp in front - \$10,000. Was not included in bids.

Corridor to Stair tower - less than \$10,000

2nd Floor Renovations - less than \$100,000 as planned

Lance explained that material prices are up 7.1 % which accounts for \$26,000, and copper prices are up 14.3%, which impacts electrical and plumbing costs, and fuel prices are up 41.6%. Cuts will need to be made in Mechanical of \$50,000 - \$70,000 and Electrical work of \$100,000. Lance stated we need to spend \$187,500 in order to get \$142,000 in Energy grant money which expires March 31, 2012. Lance reported that Mike Cavanaugh of West Central Planning stated it was acceptable to reduce the scope of the project and Cavanaugh can extend the Energy grant, but we need to purchase the air conditioning units that will be replaced so an invoice can be sent to West Central Development to be eligible to receive the grant funds they are holding. The sooner the money is spent the sooner West Central Development can apply for other grant monies for other units of government. Lance reported the Elevator grant totaling \$100,000 expires September 30th, 2011 but 1 year extension can be requested. Lance stated we could save a total of \$37,000 in various items (lift, plaster work and repairs if paneling is kept, millwork, leaving asbestos under floor). Lance stated the county can save on HVAC work, the basement and 1st floor units can remain as is, and on the 2nd floor the county could retain the radiators and cut the heating coil system. The 2nd and 3rd floor Air conditioning does need replaced, and Lance reported originally the plan was to upgrade the distribution system but to save money Electrical work could be upgraded only on the second floor renovation and elevator area. We could reduce the electrical work in half and save \$100,000, however in five years prices will go up and this will cost \$154,000. Lance stated with all these

cost cuts equaling \$212,000, we are still \$62,000 short. We can get the price down to \$725,000 but a lot would need to be cut out of the project. The County can repackage the bids and put it out next week and receive them back Thursday, August 4th to be opened at B&G Committee meeting on Friday, August 5th. Hertel asked if there will be a pre-bid meeting since the scope of the project has changed. Lance replied yes, there will be a short meeting for review, but he will not make it mandatory for those who were there the first time. Hertel thought the contractors may be uncertain about wall thickness, and Lance stated he did underestimate the contractors concerns about going through thick walls because contractors react to unknowns by adding to their bid totals. **Motion by Bone, second by Hitchings to Reject the Four Bids from Last Month for the Historic Courthouse Renovations. All in favor, motion carried.** Deabenderfer asked Lance if we were rebidding the project and Lance replied affirmatively. **Motion by Bone, second by Beck to Rebid the Historic Courthouse Renovations Project with Mechanical Cuts of \$50,000 to \$70,000 and Electrical Cuts of \$100,000. All in favor, motion carried.**

2. Maintenance Issues and Report:

- **Brick Repairs -Update:** Bone reported that the bricks on the front of the Historic Courthouse have been replaced.
- **Tuck-Pointing Estimates -Update:** Bone reported that the committee discussed a couple of estimates for brick and tuck-pointing work for the Historic Courthouse. The committee approved to allocate money in FY2012 budget for tuck-pointing and brick repair for the Historic Courthouse.

3. 141 No. Main St. -Update: Bone reported that the Title Search is complete, and the Highway Department will be contacted to put down rock for a parking lot after the closing date.

ECONOMIC DEVELOPMENT COMMITTEE REPORT: Given by Vice Chairman Jarod Hitchings as follows:

- 1. County Comprehensive Plan -Update:** Hitchings stated that the July Comprehensive Planning meeting has been cancelled, and the committee will meet again in August or September. Pat Curry's last day was June 30th, 2011. Amanda Cole reported to the committee that she has contacted her supervisor to schedule a meeting to determine how much of the Comprehensive Plan still needs to be completed by the U of I Extension, and the Planning committee estimates that about 40% of the written plan still needs to be completed. Amanda Cole also reported that the GIS data portion of the contract has been met per GIS Coordinator Mary Purcell.
- 2. MCEDC Executive Director Heather Hampton+Knodle -Update:** Hitchings reported from Amanda Cole that as of July 22nd, 2011, Heather Hampton+Knodle announced her resignation as Executive Director of Montgomery County Economic Development Corporation. A MCEDC sub-committee consisting of Mike Plunkett, Andy Ritchie, Terri Miller and Cheryl Welge will start the search to fill the vacancy, and Hampton+Knodle has made a sample job description. An officer's meeting is scheduled for July 7th to go over the transition, and Megan Beeler will still be doing the EDGE (Business Retention) program. The position will be filled by October 1st, 2011 and will be a 20 hour part-time position.
- 3. Caretaker Lease Agreement with NAGS for Butler Rail Trail -Update:** Hitchings stated the committee will review the contract with Natural Area Guardian Service (NAGS) prepared by Assistant State's Attorney Betsy Wilson. A copy was also given to NAGS representative Mark Joy for his review.
- 4. Proposal to Oil & Chip the Green Diamond Bike Trail -Update:** Hitchings stated the committee reviewed the proposal from Louis Marsch to oil and chip the 4 miles of Green Diamond Bike Trail in the amount of \$19,420. Coordinator Daniels will contact Highway Engineer Kevin Smith to check on different options for re-surfacing the Bike Trail at a lower cost.

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

Ambulance Call Reports:

A summary of monthly operations for **June 2011** will be given at next month's Board meeting.

AMBULANCE REPORT:

1. **Collections -Update:** Total Collections for **June** are **\$116,832.52** (Old System \$785.00, New System \$116,047.52).
2. **Midwest Collections -Update:** A representative was here on June 21st, 2011, and Director Holmes reported to the committee that there is no contract with Midwest Collections or Pinnacle. Pinnacle has some active accounts to collect, however they have not sent the County funds for a few months. The County is continuing the Small Claims program through the State's Attorney's office.

EMA:

1. **Regional Meeting -Update:** The Regional Meeting was held on June 26th, 2011. Moore informed the Board that FEMA would like every county to do an exercise four times a year, with a full scale exercise once a year. Moore stated right now we have a full scale exercise once every three years.
2. **Ameren -Update:** Moore stated that at this time Ameren is not able to donate towards generators for the shelters.
3. **Donations -Update:** Orville and Stella Stokes of Big O's Computer Service will be donating 5 cots and several blankets for shelter use. Freight for the items from South Carolina will also be paid for by the Stokes family.
4. **Generators -Update:** Moore reported that Holmes will be working with Mike Cavanaugh of West Central Development to see if there is any grant money for generators, blankets and food. Holmes is getting the paperwork together for this Emergency Preparedness grant, and will list everything on the wish list.
5. **County Emergency Operations Plan -Update:** Moore notified Board members that the EOP approved last month has now been approved by the State, and is good until 2013.

NEW BUSINESS:

1. **Incident Management Team -Update:** Moore stated guidelines are written and ready for approval, which the committee will review and approve next month.

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

1. **SOA Report -Update:** Blankenship stated the report is included in board packet.
2. **GIS Report -Update:** Blankenship stated the report is included in board packet.
3. **Revolving Loan Fund -Update:** Blankenship reported that Ron Deabenderfer presented the monthly Revolving Loan Fund accounts for the committee to review.
4. **Internet -Approval:** Blankenship reported that Purcell talked with Judge Long and they decided to do a 2 year contract with Consolidated for internet services and the \$5,016 fee each year would be paid from the Court fund. Plunkett stated this is fund generated by court fees. **Motion by Blankenship, second by Moore to Approve a 2 Year Contract with Consolidated Communications for \$5,016 per year for the additional Internet Bandwidth to be paid for out of the Court Fund #305. All in favor, motion carried.**
5. **Sheriff Department Vehicle Replacement -Update:** Chairman Blankenship explained that Under Sheriff Rick Robbins informed the committee that the hail damaged vehicle was totaled and replaced with a Crown Victoria. Blankenship stated we will get 3 or 4 more Crown Vics if available and whatever is on the lot is what we have to take. The committee approved for Undersheriff Robbins to advertise for bids for the New Sheriff Department cars and the bids will be opened at the next Finance Committee meeting. Gasparich asked if he could get a list of the Sheriff vehicles that are being traded, and Blankenship said he would do so. Gasparich believes we should give the municipalities a chance to purchase the vehicles first before

trading them in, and Hertel said it would be up to the State's Attorney to decide if this could be done under the law.

6. **Devnet Contract -Update:** Blankenship reported that Ron Jenkins, Sandy Leitheiser and Ray Durston met to talk about the Devnet Contract and they are happy with the Devnet software and services and would like to renew the contract. Contract details will be available next month.
7. **Voiding of Tax Bills for Year 2010 -Approval:** The committee reviewed the list of delinquent properties that need the 2010 Tax bills voided due to County Trustee status. Blankenship reported this list totals \$9,948.74 for about 90 parcels. Plunkett stated that these are the parcels that the County trustee has on the County's behalf and we would be responsible for the taxes if we didn't void them. **Motion by Blankenship, second by Beck to Void the List of Tax Year 2010 Tax Bills. All in favor, motion carried. (See Resolution Book 11, pages 159-162).**
8. **IRS Mileage Reimbursement Rate -Approval:** The committee discussed the State of Illinois IRS mileage reimbursement rate going from 51 cents to 55.5 cents per mile effective July 1, 2011. **Motion by Blankenship, second by Hitchings to Approve Increasing the County Mileage Reimbursement Rate from 50 cents to 55 cents per mile Effective July 13th, 2011. All in favor, motion carried.**
9. **ROE Quarterly Report -Approval:** Blankenship introduced newly elected Regional Superintendent of Schools Tom Campbell to the Board, and Campbell addressed the Board and stated before retiring last July he served as an administrator in the Taylorville school system for 33 years. He reported that Governor Quinn recently cut State budget funding for Regional Office of Education Superintendent and Assistant Superintendent Salaries and Educational Services. Campbell said that while attending annual training, the Superintendents decided they would work and continue services even if they don't get paid. He reported that after attending a meeting with members of the ROE Superintendent Association and the budget director of the Governor's office, it appears that there is some plan in place to pay Superintendents until the fall Veto Sessions in October at which time funding changes could be discussed. Deabenderfer asked if the State sets the Superintendent salaries and if they might pass responsibility to local areas. Campbell replied affirmatively and stated the Governor may want local governments to pay for salaries but this would require a change in law to do this. Campbell also reported that it was his intention to operate both the Hillsboro and Taylorville ROE offices as both counties have need for local representation. His main office will be at the Taylorville office, but he will be able to access files in any location. He plans to be mobile and will be personally performing inspections of schools. The committee reviewed the Quarterly Report for Regional Office of Education. **Motion by Blankenship, second by Graden to Approve the ROE Quarterly Report. All in favor, motion carried.** Blankenship reported that the ROE has paid the loan in full the County Board authorized earlier this year.
10. **FY2012 Budgets -Update:** Blankenship reported that FY2012 Budget Hearings will be held on July 27th, 29th, and August 1st, 2011. Per Ron Jenkins, the FY2012 budget paperwork is ready for committee members to review.

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

1. **Elections -Update:** Durbin reported that County Clerk Sandy Leitheiser stated the contract to purchase the UNITY software was signed and mailed, and Chairman Plunkett signed the Election Grant Agreement for reimbursement for the majority of this purchase. Leitheiser shared a map showing the new State Senate and House Districts, as well as the new US Congressional District, and said that last month's County Board District changes have been reported to the affected voters in that territory. For the next election cycle in the March and November 2012 Elections, Montgomery County will be in the Illinois 95th State Representative District, the Illinois 48th Senate District and the US 13th Congressional District.

2. Recycling Program and Events:

- **FAYCO -Update:** Durbin reported that Lutz stated that a couple more shipments from FAYCO were received and things are going fine. Fayco processed four gaylords of hardback books that were received from Litchfield High School by removing covers.
- **Office Building -Update:** Durbin stated that Lutz prepared a Request for Bids to be advertised in the newspaper and have it approved by Asst. State's Attorney Wilson. The committee discussed putting the new office building right next to the current warehouse or to build it out a little bit. The committee approved to advertise for bids for the recycling office and will be out this week. Durbin reported the office building will be 26' x 16' and we are not required to have an architect to draw up the specs per State's Attorney Matoush.

3. EPA Report -Update: Durbin stated that EPA Inspector Bill Gonet has been working on a tire collection strictly for the townships and municipalities. Gonet also shared quarterly reports for open dumping and landfill inspections with the committee. Gonet also stated that he talked to State's Attorney Matoush about a County-wide ordinance to be able to write tickets for open dumping. Durbin reported that Christian County tried this procedure but the project was unsuccessful so we will keep things as they are. Moore asked about Gonet's current process. Durbin explained that Gonet may go on the sight several times to talk to people to clean up their property and he also reports to the State's Attorney and the State of Illinois if they don't comply. Moore stated that the advantage of having an ordinance would be fines are collected upfront and people coming to Gonet's office instead of Gonet having to go out on the site all the time.

4. Animal Control Facility and Program:

- **Animal Control Intake Summary -Update:** Durbin reported intake of animals for the month of June was 48, with 31 animals sent to rescue, 6 claimed, 7 adopted, and 4 animals euthanized. The average daily animals at the facility totaled 32 animals. Volunteer hours totaled 115 for the month of June and \$225.00 was received for donations. The euthanasia rate is about 6%, and material donations have been coming in as well.
- **Revenues & Expenses -Update:** Durbin stated the committee reviewed the total revenues and expenses through the month of June. Revenue year to date is \$31,871 and expenses are \$34,590.
- **Used 4-Wheel Drive Vehicle -Update:** Durbin stated the committee discussed getting a used 4-wheel drive vehicle from the Sheriff's fleet that will be traded in later this year when they order new vehicles.

5. Property & Casualty Liability Insurance -Update: Durbin stated the committee discussed there were eight Insurance companies that sent in an Intent to Bid for the Property and Casualty Liability and Worker's Compensation Insurance. Durbin reported that August 15th, 2011 is the deadline to return the Insurance bids.

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

1. Employee Personnel Manual -Update: Kuchar stated the Committee is continuing their review of the Employee Personnel Manual. The Committee discussed that all employees should have someone to report to and thought it would be good to have a uniform Employee Evaluation process. Committee members questioned whether a personnel file was kept on appointed officials. The committee also discussed that Department heads should be hired by the Personnel Committee and the Committee that oversees that particular department. The Department heads would then do the hiring for positions within their department. The committee also discussed a uniform employee evaluation process, and approved the revised

“Appointments and Hiring” section of the Employee Personnel Manual for Full Board review for 1 month until the August Board meeting. Each board member had a copy on their desk to review. Kuchar read the revision as follows:

APPOINTMENTS AND HIRING

The County Board shall hire all County Supervisors and Department Heads except Elected Officials and appointments otherwise stipulated by law.

The date a new employee is hired will be pro-rated to coincide with the first day of the subsequent fiscal year.

Elected officials and Department Heads are encouraged to consult with either the Personnel Committee or their oversight committee before filling any vacancy.

The Personnel Committee may assist in recruiting qualified personnel for all vacant positions approved in the department’s operating budget if requested by the Elected Official or Department Head.

Nepotism is discouraged. To avoid a conflict of interest or the appearance of a conflict of interest between any employee and the County, no immediate family member or other relative will be employed in a position in which one relative would directly supervise or have the authority to make decisions directly affecting the employment of the other. Additionally, Elected Officials are requested not to hire any immediate family member or other relative in his or her Department.

Applicants shall be considered on the basis of qualification without regard to age, sex, race, color, creed, religion, national origin, marital status, sexual orientation, political affiliation, handicap or veteran’s status, except where such may be a bona fide occupational qualification necessary for job performance.

(Revised June 2011)

Deabenderfer asked if there were changes to the current policies, and Kuchar replied the changes mostly involve rewording. Chairman Plunkett reminded members of their vote to see individual changes to the Personnel Manual as the committee discusses them. Bathurst stated that County Board members will only see sections of the Personnel Manual where changes will be made, not every section of the Personnel Manual both changed and unchanged.

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

- 1. Irving-Coffeen Blade Mix -Update:** Branum stated that the 1.5 mile Irving-Coffeen Blade mix project started July 6th, 2011.
- 2. Black Diamond Blade Mix -Update:** Engineer Smith reported that the 1.5 mile Black Diamond blade mixing project is delayed due to rain and will start later this week.
- 3. South of Kinks Korner County Road Repair -Update:** Branum stated that the road repairs south of Kinks Korner will start the third or fourth week of July, weather permitting. Smith stated that the Patton Mining Company is paying for the materials.
- 4. 2011 Seal Coating -Update:** Branum stated that seal coating will begin approximately on August 1st after the blade mixing projects are completed. He also stated that 31 miles of County roads are scheduled to be seal coated this year.
- 5. Striped Roads -Update:** Branum stated that striping paint has been very scarce and there was a waiting list last year to get paint. There are about 24 miles of seal coated roads that were previously striped. A conservative cost to have someone else paint the stripes on County roads would be \$1,200 per mile. It would cost about \$28,000 to \$30,000 to stripe the 24 miles of seal coated roads. The committee discussed purchasing the striping paint and having the County stripe the roads. Engineer Smith will get some figures together for the County to stripe the roads and report next month.

- 6. Walton Park Bridge Project -Update:** Branum stated that the Walton Park Bridge construction crews have installed the bridge deck, and the project is close to completion. With the additional federal funding, neither the County nor Litchfield will have to pay additional funds towards the project. We did not receive any IKE grant funding.
- 7. Coffeen/Irving Road Completion:** Bone complimented the Highway Department forces for their fine work on the Coffeen/Irving road.

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

ANNOUNCEMENTS: Chairman Plunkett asked for a show of hands for Heather Hampton+Knodle on how many Board members would be interested in a tour of the Deer Run Coal Mine, and most Board members raised their hands. Plunkett instructed Coordinator Daniels to advise Patton Mining that 15-20 people will be attending.

Chairman Plunkett announced that Lyn Fugate invited Board members to an open house at the Senior Center in Taylor Springs on July 22nd, 2011 from 2:00 pm to 4:00 pm. Refreshments will be served.

Hertel thanked Coordinator Daniels for sending out the Committee minutes in advance to members via email.

Gasparich thanked the Probation Office's Community Service workers for their assistance with a recent City of Nokomis Project.

SCHEDULE CHANGES: Chairman Plunkett reminded members that Budget Hearing Dates were given in the Finance Committee Report.

PAY BILLS:

- 1. Approval to Pay Any Invoices from Adams, PC and Books & Moore:** Motion by Miles, second by Bathurst to pay any invoices for Adams, PC and Books & Moore. Voice Vote: In favor – 17, Against – 0, Absent – 3, Abstain -1 (Moore). Motion carried.
- 2. Motion by Bone, second by Wendel to pay all other approved bills.** All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2011.

ADJOURN: Until the Full Board Meeting on Tuesday, August 9th, 2011 at 8:30 a.m. in the County Board Room, Historic Courthouse, Hillsboro, Illinois.

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

Meeting adjourned at 10:10 a.m.

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