

**Montgomery County Board  
Minutes**

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**For Tuesday, March 13<sup>th</sup>, 2012 – 8:30 AM**

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, March 13<sup>th</sup>, 2012 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, Roy Hertel, Jarod Hitchings, Frank Komor, Sharon Kuchar, Scott Merano, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams.

**Members Absent:** Ed Helgen

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

**Mileage and Per Diem Approval:**

**Motion by Hitchings, second by Bishop 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, February 14<sup>th</sup>, 2012. 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.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions.
4. **County Treasurer's Report** – Ron Jenkins was present for questions.
5. **G.I.S. Coordinator's Report** – was submitted.
6. **Health Department Report** – was submitted.
7. **Probation Officer's Report** – Report was missing this month.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – was submitted.
10. **T.B. Department Report** – was submitted.
11. **V.A.C. Report** – Dave Strowmatt was present for questions and shared a proclamation to designate March 30<sup>th</sup> as “Welcome Home Vietnam Veterans Day” for Montgomery County. Strowmatt informed the Board that Litchfield is passing a similar proclamation for the March 30<sup>th</sup> designation, and hopes the County can do the same. **Motion by Gasparich, second by Merano to Adopt the Proclamation to Designate March 30<sup>th</sup>, 2012 as “Welcome Home Vietnam Veterans Day” for Montgomery County, Illinois. All in favor, motion carried.** Gasparich suggested posting the Proclamation at several locations and Plunkett replied the County would follow his recommendation. **(For copy of Proclamation, see Book 12, page 68).**

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

**COMMITTEE REPORTS:**

**COORDINATING COMMITTEE REPORT:**

1. **1<sup>st</sup> Coal Royalty Check -Update:** Board Chairman Plunkett reported the first Coal Royalty check totaling \$16,814 was received on February 25<sup>th</sup>, 2012. The royalty checks are due to the county on the 25<sup>th</sup> of each month.

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

1. **Historic Courthouse Renovations -Approval:** Bone reported the 3<sup>rd</sup> floor stairway area is complete except for the door going to the fire escape. Flooring, ceilings and painting are all completed on the second floor. Contractors are currently working on the tile and plumbing in the restroom on the second floor and putting the furniture together in the SOA offices. All the doors have been installed, and the steel for the elevator and fire escape stairs was delivered today, March 13<sup>th</sup>. Hurst Rosche architect Brent Lance reported receiving waivers from Pay Application #4 with Pay #5 released yesterday, and asked the Board to approve Pay Request #6 in the amount of \$106,534 contingent upon review and approval by Hurst-Rosche Engineers. **Motion by Bone, second by Hitchings to Approve the Payment of Pay Application #6 in the Amount of \$106,534 to Korte & Luitjohan Contractors Contingent on Acceptance of Waivers from Hurst-Rosche Engineers. All in favor, motion carried.** Lance stated the project contingency is now at 4.6% with \$565,064 paid out and approximately \$12,000 left to bill on the energy grant. The \$70,000 balance left on the elevator grant will be billed from Pay Request #7 and #8. Lance reminded Board members that if there were any more change orders it would be associated with the elevator and he explained those two change orders. Change Order #1 totaling \$5,083 is for work cut previously from the project which was a panel to provide circuits for light in the elevator pit area. Change Order #2 totaling \$7,400 is for undisclosed costs to reroute power as the power currently running through the elevator shaft to the 3<sup>rd</sup> floor is not in code. Lance would like to issue a construction change directive to the contractors to proceed with work which would prevent delays in the project and create an obligation to pay for work at a negotiated value. Hurst-Rosche still needs to check the prices quoted on the two change orders from Korte & Luitjohan as the hours seem to be on the high side. Lance reported that the majority of the work is wrapping up and the elevator is to be delivered in two weeks. Plunkett informed members that Hurst-Rosche didn't have the change order information in time for the Building & Grounds Committee but would like to tell contractors to proceed. Gasparich stated he doesn't know why we are approving something that Lance already has the authority to do on our behalf as our County Agent on the project. Plunkett replied he doesn't want the Board to be surprised if more money is spent, so an approval of this directive is requested. **Motion by Bone, second by Hitchings to Approve the Construction Change Directive for an Amount not to exceed \$12,500. All in favor, motion carried.**
2. **Surplus Furniture Disposal -Update:** Bone reported the committee discussed ways to dispose of the surplus furniture for the SOA office and the board room. A list will be compiled and the items will be offered to the County offices first and then we will check with the State's Attorney's office to see if we can take the items to an auction or if we have to bid the items at from a designated county location. Bone stated this would be a good time for all offices to get rid of surplus items also.
3. **Maintenance Issues and Report -Update:**
  - Bone reported that Lloyd Meyer is currently painting the walls on the third floor.
  - The carpet in Courtroom #3 of the Courthouse Complex had bleach accidentally spilled next to the Judge's chair, and Bone stated the Judge is paying for the bench area to be re-carpeted.
  - ADA signs are in and Meyer will install when time permits.
4. **Open Bids - Grinder at Jail -Approval to Reject:** Bone reported one bid was received from Vogel Plumbing for the Grinder totaling \$48,580. \$37,000 was put in the budget, and the bid included installation inside the manhole on our property at the Jail. The committee discussed putting another basket in the manhole to catch the items being flushed at the Jail's toilets by the inmates. The committee rejected the one bid from Vogel Plumbing for the grinder, due to the high amount. Bone stated that as an alternative, the committee will have maintenance staff clean out the trap on Monday and Friday of each week and monitor how much debris is being

collected until this item can be discussed again at budget hearings to see if more money can be allocated in next year's budget for the grinder. **Motion by Bone, second by Bishop to Reject the Bid of \$48,580 from Vogel Plumbing for the Grinder at the Jail. All in favor, motion carried.** Graden asked if EPA is okay with this approach, and Bone replied affirmatively and stated the City of Hillsboro has been cleaning the trap but it is the County's problem. Hertel asked if it could be re-bid and Bone replied that Chris Daniels already sent bid information to several other plumbers with no response.

5. **Floor Plans, GIS - EPA office, Storage -Update:** Bone reported that the committee looked at floor plans for the basement and third floor of the Historic Courthouse to see what storage issues can be addressed and to allocate where the GIS and EPA offices will be after the renovations. The GIS office will now be located on the third floor in the northeast office area, and there will be a public access area off the elevator. The SOA office will store some filing cabinets in the middle of the third floor where the staircase used to be and use the shelving units next to that room. The EPA office will be located on the third floor in the northwest corner office. The office just to the south of that office will be used for the media archive room and to store future plat cabinets. The basement area where the re-assessments office is currently located will be used to store election equipment, land record books and land record cabinets for the County Clerk/Recorders office, and the computer servers for the historic courthouse. Ron Jenkins inquired about a need for additional storage for payroll records. A locked and secured area on the southeast corner of the third floor can be utilized, which can house all payroll records including older payroll records previously under the authority of the County Clerk. Hertel suggested storing records at the Annex on the second floor. Gasparich is concerned with storing more paper on the third floor in the southeast corner of the Historic Courthouse with no fire alarm there. Lance stated that the ROE Office had to previously remove storage in the middle of the room of that area for the integrity of the floor and that storage is allowed only in the perimeter of the room. Bone asked Lance about a potential moisture problem in a wall at the County Annex Building, and Lance stated that Hurst representative Brandon Little will take care of this problem. **(For map of new Historic Courthouse Basement, 2<sup>nd</sup> floor and 3<sup>rd</sup> floor office designations, see Resolution Book 12, pages 69-71).**
6. **Paint, Carpet, Blinds, and Ceiling Tiles for Board Room -Approval:** Bone reported the committee discussed the estimates to paint, install new carpet, and purchase window treatments, tables and chairs for the County Board Room. The estimates were \$20,000 to \$25,000 for everything. The original Engineering Specs to renovate the County Board Room was about \$250,000. Branum and Beck expressed their desire for new desks instead of tables. Chris Daniels reported that tables will cost around \$1,300 vs. desks costing about \$2,800. Hertel asked if the Judge's desk and table would remain, and was told they would. **Motion by Bone, second by Hitchings to Approve Paint, Carpet, Window Treatments, Desks and Chairs replacement in the County Board Room for an Amount not to Exceed \$25,000. All in favor, motion carried.**
7. **DCEO Energy Grant -Approval:** Bone reported DCEO hired 360 Energy Group as a consultant to perform an energy audit on all County Buildings. The audit is now complete and the 64 page report is available in the Coordinated Services Office. Under the recommendation of the energy audit, an analysis needs to be done for the HVAC system at the Courthouse Complex. Since Compressor #1 broke down at the end of last summer, the County is considering replacing the entire HVAC system with smaller condensing units that are more easily replaced. Paul Reitz of 360 Energy Group came on-site on Monday, March 12th and explained that they can't create bid documents, however he recommended that we bid out this project as a "Turn Key Operation". We would advertise to hire someone to come in and bid the project that would include "Designing" the Specifications to replace the HVAC, purchase of the Unit and the Installation. The advertisement would also include the recommendations from their audit for the HVAC System and the DCEO requirements for a more energy efficient unit. Since this process could take a few months, we need to replace Compressor #1 at this time since the warmer weather is here. It has also been indicated that there may be another

underlying problem with the system as to why the compressors keep failing, and we need to find out what the problem is before bidding out for a new system. Hertel asked if we could get a grant for this and Bone replied affirmatively. Bone also reported Compressor #2 is rattling and he hopes it is just a valve. **Motion by Bone, second by Beck to Approve the Purchase of Compressor #1 from Johnson Controls for \$8,350. All in favor, motion carried.** Miles asked about the warranty on a new system and Bone replied the warranty would be for 5 years. Hertel asked how much was paid on the renovation project in FY2011 and was told \$109,588 was paid from the FY2011 budget. The total paid from both the FY2011 and FY2012 budgets is \$565,064, which includes Pay Request #6.

8. **HVAC Energy Grant -Update:** The third request for payment was just sent to West Central Development in the amount of \$59,850 and total payments received are \$69,007. The balance of \$11,776 will be billed to the grant when RFP #6 is received. The Energy grant award was for \$140,633.

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

1. **Montgomery County Comprehensive Plan Ordinance #12-02 -Approval:** Deabenderfer reported the Public Hearing required prior to County Board approval of the Comprehensive Plan was held on Thursday, March 1<sup>st</sup>, 2012. The committee reviewed minutes from the public hearing and discussed concerns that were brought up regarding the Comprehensive Plan. Deabenderfer stated this final Plan does not guide the County Board towards any action like zoning, and the final product is a good visionary statement that came from Comprehensive Planning Committee members who represent a cross-section of the rural area government and private sector which can be used for future recommendations such as updating the subdivision ordinance and how to spend some of the Coal Royalties. Deabenderfer reported that since we ran into a problem with the University of Illinois' reorganization, Keith Moran of Moran Economic Development was hired by the U of I to complete the Comprehensive Plan. Moran then addressed the Board and stated that this Plan assists the County in building policy, lays out numerous recommendations, and can be used as a guide. He also stated that the plan just reflects community development goals and objectives and is just a policy document and not a zoning document, since a zoning ordinance is a legal tool that regulates land development which is not a part of this Comprehensive Plan. Moran stated this document will help us score better when applying for State and Federal grants because it shows we have a vision or plan for the County. Bathurst asked about a statement on page 62 of the Plan where it references a tax credit for energy efficient appliances which is no longer available, and Deabenderfer said that statement can be amended to strike that passage. Comprehensive Planning Commission Chairman Banovic stated the Plan is a vision statement for 20 – 30 years down the road. Hertel reported the Plan is depressing to read as it shows the County's unemployment rate as the highest in the State and he fears two years from now it will be obsolete unless the committee continues to update it. He suggested the Planning Commission meet on a quarterly basis to review the plan and may have to get new membership. Planning Commission Member Bill Schroeder replied it is up to the Board to keep this Plan document going, and we can use the plan to move forward and turn the depressing part around. Gasparich stated this Plan is a hot topic in his district and he believes it is an excellent report but has a problem with the semantics of calling it a "Plan". Graden agreed and replied the public is scared by calling it a Plan. Kuchar believes it is a good report with money well spent but doesn't see why we have to accept or deny it. Moran replied IL State Statute requires the title to be Comprehensive "Plan" and it is not in our best interest to call it a "report" otherwise it is an unofficial document. Board Chairman Plunkett gave an example of the need to replace a bridge, and a subsequent grant application; we will score better on the grant if we have a Comprehensive Plan with a chapter that addresses bridge concerns. Planning Member Tobin Ott stated it was an honor to serve on the committee and was a learning experience. He stated the Plan is a guide for Board members and it is their choice to adopt. He also replied to Bathurst's concern that an addition of "if available" could be included with the energy act. Other voting

Comprehensive Planning Commission members include Kris Reynolds, Brian Niemann, Andy Ritchie, and Rueben Boehler. Bathurst reported she hasn't heard much about the Plan from constituents and wonders if we should table it for a month to get information out to the public regarding the Comprehensive Plan. Deabenderfer stated that the board should not table approving the Plan since we have given ample time through public meetings and surveys to those who are interested to voice their opinion. Hertel agreed with Deabenderfer and stated those who voiced concerns are not present at today's meeting so it is up to the Board to decide.

**Motion by Deabenderfer, second by Hitchings to Adopt the Montgomery County Comprehensive Plan Ordinance #12-02. Roll Call Vote: Ayes - 16, Nays - 4, Absent -**

**1. *Those Voting Aye:* Bathurst, Beck, Bishop, Blankenship, Bone, Branum, Deabenderfer, Durbin, Graden, Hertel, Hitchings, Komor, Merano, Miles, Moore, Plunkett. *Those Voting Nay:* Gasparich, Kuchar, Wendel, Williams. *Those Absent:* Helgen. Motion carried. (For copy of Ordinance #12-02, see Resolution Book 12, pages 72-73).**

- 2. MCEDC -Update:** Deabenderfer reported that the MCEDC General Membership meeting will be held on March 27<sup>th</sup>, 2012 at 6:00 pm at the Church Street Pub in Hillsboro. Tickets are \$10. Amanda Cole presented the Small Business Assistance report for 2011 to the committee.

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

#### **Ambulance Call Reports:**

A summary of monthly operations for **February 2012** is as follows:

**Total calls: 336 Total amount billed: \$189,084.00 Amount collected: \$110,193.60**

#### **AMBULANCE REPORT:**

- 1. Collections -Update:** Moore reported total Collections for **February** are **\$110,193.60**. (Old System \$121.44, New System \$110,072.16)
- 2. Ambulance District Agreements -Update:** Moore reported Agreements were mailed out March 1<sup>st</sup>, 2012 and they are starting to come back in.

#### **EMA:**

- 1. CPR/AED Class -Update:** Moore reported twenty-five County employees and Board members attended. Holmes reported that the Recycling office does not have an AED unit. Joe Gasparich suggested getting a grant to purchase a \$2,000 unit. The committee discussed that other offsite county offices do not have an AED unit. Moore stated other offices should consider applying for grant money.
- 2. Weather Tap -Update:** Moore reported Bill Purcell hooked up the Weather Tap system at a cost of \$83.95 per year. Previously we paid \$1,300 per year for a weather reporting system.
- 3. Tires for EMA Truck -Update:** Moore reported Gasparich washed and waxed the EMA truck, and reported that the tires have weather worn cracks and should be replaced. The new tires need to match the load system of the truck with HazMat trailer in tow. The committee directed Holmes to get new tires.
- 4. Regional Office of Education -Update:** Moore reported Regional Superintendent Marchelle Kassebaum was invited to the EMA Committee meeting. She will get information regarding school emergency plans for each school building. Kassebaum will put Gasparich on the agenda for a Superintendent meeting in June so he can explain what is needed in the Emergency Plans.
- 7. Narrow Banding of Radios -Update:** Moore reported Holmes has put a request in with Mac's Fire. Everything will switch June 1<sup>st</sup>, 2012.
- 8. HazMat Calls -Update:** Moore reported January and February claims have been submitted to the BNSF Railway. Assistant State's Attorney Betsy Wilson is reviewing billing statement for the Trucking Company. 1.) 200 gallon diesel spill on Interstate. 2.) BNSF rural area - Fertilizer car was leaking. Valve was shut off. Shoal Creek Fire called the HazMat Team to respond. Moore stated we are trying to get money back to HazMat.
- 9. MABAS Light Tower -Update:** Moore reported the Light Tower stored at Coffeen was deployed to Harrisburg, Illinois on February 29<sup>th</sup> at 10:38 a.m. and returned on March 5<sup>th</sup>,

2012. Member Bone asked if the County truck is being used for hauling this equipment, and Holmes stated that the members met and they requested keeping the County truck in the County in case it is needed for County EMA incidents. Bone disagreed and stated the County truck should pull the Light Trailer, not anyone's personal vehicle due to liability issues. Gasparich will look at how the County's insurance coverage is set up for private vehicles pulling the Light Trailer.

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

1. **Open Bids Coroner's Mortuary Removal Cot -Approval:** Blankenship reported the County received one bid from Hough Funeral Home for \$100. Chairman Plunkett asked Assistant State's Attorney Wilson to review the State Statute regarding the sale of surplus property. Wilson will check to see if there is a dollar limit that requires surplus to be put out for bid or if it can go to an auction. **Motion by Blankenship, second by Branum to Sell the Surplus Mortuary Cot for \$100 to Hough Funeral Home. All in favor, motion carried.**
2. **Circuit Clerk's Audit Report -Approval:** Blankenship reported the Board received the Circuit Clerk's Audit report last month to review. **Motion by Blankenship, second by Hertel to Approve the Circuit Clerk's Audit the Board received last month. All in favor, motion carried.**
3. **Salary/Job Survey – U of I Extension -Approval:** Blankenship reported the committee discussed inequities in county employee salaries. The last Salary/Job Study was done by SIUE in 1994 for \$23,000 and there have been many changes in job descriptions and duties since then. Blankenship reported Ronald Duncan from the U of I Extension addressed the committee with a proposal to perform a Salary/Job Study for the County. Mr. Duncan explained to the committee that good job descriptions for each position would be obtained and evaluated to come up with a salary structure that would have a low and high salary range. This study would also look at other counties that are similar to Montgomery County in demographics and income. The U of I staff would analyze each job's skill sets and compare to similar jobs in the public and private sectors. Duncan stated to the committee that the report would not be a recommendation on what employees should be paid. This project could be completed in 150 days and would be completed on all the County positions including non-union and union employees. The U of I Extension has not done this for a local county government; however they have done this job survey for many private businesses. The Study could also be used as a tool for training future job recruits. Duncan reported to the committee that the Study will look at demographics and census statistics for cost of living, relative land values, and income levels. The report will provide a range of salary for skill sets to do a job. All job descriptions will be needed to analyze skill levels, and benefits and time off will also be taken into consideration in the report. Blankenship stated this is a professional service and it doesn't need to be bid. Moore stated to the Board that the Elected Officials are not bound by anything, and the Board has no control of staff salaries, only by budget restraints. Bone agreed we are wasting money to pay for this Salary/Job study because Elected Officials do not have to abide by it. Deabenderfer stated that if a study was completed, the Finance Committee would have a means by which to pay employees and guidelines to set budgets for Elected offices. Bone asked if Elected Officials are going to abide by the Study. Hertel stated we need parameters from low to high to set budgets. Beck stated that the Study would give the Finance Committee something to go by when setting office budgets at budget hearings. Bathurst asked if the union jobs would be studied, and Kuchar stated this should be done for both union and non-union employees for comparison. Hertel stated the Study can be used in negotiations with the unions. Circuit Clerk Lemons stated it would be beneficial to have the Study to justify job descriptions. County Clerk Leitheiser agreed and stated we need a true analysis of every job function and the results would be used to compensate both union and non-union employees fairly. Gasparich asked about the criteria for the analysis. Chairman Plunkett stated other Salary/Job studies were more expensive; this Study is \$150 per job, and that Duncan has expertise as he has done studies for many private businesses and he will also compare those positions to County benefits. Branum stated the consultant would not make any recommendations to the Board,

just give information. Durbin stated UCCI provides Elected Official salaries from every county which will come out shortly. Bathurst stated she has been on the Personnel Committee for eight years and has constantly heard about the differences in employees' salaries between offices from County Officials and the 1994 Study was an attempt to suggest a coordinated effort to get salaries in line. She stated that the Board is providing a guideline to follow and new county jobs like GIS need job descriptions. Deabenderfer stated that only one County Official used the 1994 Study. State's Attorney Matoush stated he would follow whatever the County Board adopts, and if the Job Study is done, his office will use the information. Circuit Clerk Lemons stated that the job descriptions are very outdated from the 1994 Study, so we need to update job descriptions and establish salaries based on these descriptions. Lemons believes the Study will be a good tool to use to negotiate with county unions and reminded members job descriptions and study findings need to be updated every 3-5 years. Treasurer Jenkins reported he was in office in 1994 and is the only County Official following the 1994 SIUE Cost Study and is now getting blamed for it. He stated this is not an issue to be taken lightly and he will follow the Study's results if it is done right. Hitchings asked if the 1994 Study would be given to Duncan as he begins his study, and was told it would. Jenkins thinks the Study is worth the money and it should be done. In 1994, 80 job descriptions were studied and now we have 160 employees with about 90 different job descriptions. **Motion by Blankenship, second by Kuchar to Approve the U of I Extension Proposal to Complete a Job Study for Montgomery County not to exceed \$23,000. Roll Call Vote: Ayes - 18, Nays - 2, Absent - 1. Those Voting Aye: Bathurst, Beck, Bishop, Blankenship, Branum, Deabenderfer, Durbin, Gasparich, Graden, Hertel, Hitchings, Komor, Kuchar, Merano, Miles, Plunkett, Wendel, Williams. Those Voting Nay: Bone, Moore. Those Absent: Helgen. Motion carried.**

- 4. ROE Quarterly Report -Approval:** Regional Superintendent of Schools Marchelle Kassebaum addressed the Board and shared information about workshops and programs listed on her first Regional Office of Education Quarterly Report. **Motion by Blankenship, second by Hitchings to Approve the Regional Office of Education Quarterly Report. All in favor, motion carried.**

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

- 1. Sheriff's Department Union Contract Negotiations with Local Laborers #773 -Update:** Kuchar reported there has been three union contract negotiation meetings so far and another one is scheduled for Monday, March 26<sup>th</sup>, 2012 at 3:30 pm in the PBC room.
- 2. Time Accrued on Paychecks -Update:** Kuchar reported there were 113 Surveys sent out in paychecks asking employees whether they utilize the time off balances listed on pay stubs, and 95 responses were received. 18 employees voted to keep the time off reported on the pay stubs and 77 employees voted not to continue to put the time off balances on the pay stubs. Further discussion will come next month and the Auditor will be invited to attend the committee meeting. The committee also discussed reviewing time off reports each month. There were 18 responses not received and the Sheriff's department didn't respond because they currently do not get the time off balances on their pay stubs.
- 3. Employee Job Descriptions and Salary Structure -Update:** Kuchar reported that Finance Committee Chairman Blankenship has explained this information in his report. Bathurst asked Kuchar to update the Board about the potential unionization occurring in non-union offices. Bathurst addressed Kuchar saying she believes it was a conflict of interest for Kuchar to meet with her son, who is a union representative, as he met with employees in the Treasurer's office. Kuchar replied her son, Bill Traylor, who is a business agent for a labor union in Edwardsville, contacted the Treasurer and stated the Treasurer invited her to the meeting and that Chairman Plunkett suggested the idea and has been involved from the beginning. Bathurst stated employees are saying that Kuchar's son has told them that the entire Personnel Committee has blessed this process and the Full Board approves also. Kuchar responded that she had no idea what her son was talking to employees about. Bathurst stated that since Kuchar had communicated with her son at the beginning of this process, she feels she should contact him

now and communicate to him that he should not tell employees that the Personnel Committee and the full Board were blessing union organizing activities. Bathurst stated that his statements to the employees were a misrepresentation of the Board since there had been no discussions with board members on the subject. Bathurst stated that the more employees unionize, the County Board has less budgetary control since budgets will be driven more by union negotiation than Board-initiated personnel issues. Plunkett explained that at a recent Personnel meeting, he suggested one way to help get salaries better established was for employees to unionize, and Kuchar later called him about having a union representative contact employees. The next day, Kuchar's son Bill Traylor asked Plunkett for a list of non-union employees, which was given to him as it is public information. Plunkett stated that he did not know who Mr. Traylor was until he talked with him by phone. Bathurst asked if a union is formed with Bill Traylor's union, can Traylor be the business agent with his mother leading union negotiations as Personnel Committee Chairperson. Gasparich stated that there are Federal laws regarding union organization and asked if everything has been done legally. State's Attorney Matoush stated he doesn't know how his office has looked at this but Assistant State's Attorney Wilson attended the meeting in the Treasurer's office. Bathurst stated that the County Board Chairman and Personnel Committee Chairperson initiated the unionization. County Liability Insurance Attorney Julie Bruch was called by Treasurer Jenkins, and Bruch's response was that Board Members should not have initiated a Union to contact employees, rather only employees should contact a union. Kuchar stated that she apologized to the County Board if she had done anything wrong. Plunkett stated it is still up to the employees to decide whether to unionize, and Kuchar agreed. Bathurst stated the Board wasn't involved at Committee or Full Board level, and should have had an opportunity to know it was coming because unionization affects all future budgets. Plunkett stated he has asked the State's Attorney's office to research these issues.

4. **Personnel Manual -Update:** Kuchar reported that the Committee will hold off working on the manual at this time.
5. **Restructure of Coordinated Services -Update:** Chairman Plunkett stated this will be discussed at a later date.

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

1. **Resolution #2012-02: Resolution to appropriate funds for 1094 B-CA Location #1, N 15<sup>th</sup> Avenue, Witt Road District, 50% RD – 50% County Project -Approval:** Total \$3,500. County portion will be \$1,750. **Motion by Branum, second by Miles to Approve Resolution #2012-02: Resolution to appropriate funds for 1094 B-CA Location #1, N 15<sup>th</sup> Avenue, Witt Road District, 50% RD – 50% County Project. County portion is \$1,750. All in favor, motion carried. (For copy, see Resolution Book 12, pages 74-75).**
2. **Resolution #2012-03: Resolution to appropriate funds for 1094 B-CA Location #1, N 15<sup>th</sup> Avenue, Witt Road District, 50% RD – 50% County Project -Approval:** Total \$3,500. County portion will be \$1,750. **Motion by Branum, second by Graden to Approve Resolution #2012-03: Resolution to appropriate funds for 1094 B-CA Location #1, N 15<sup>th</sup> Avenue, Witt Road District, 50% RD – 50% County Project. County portion is \$1,750. All in favor, motion carried. (For copy, see Resolution Book 12, pages 76-77).**
3. **Resolution #2012-04: Resolution to appropriate funds for 1095 B-CA, Chapman T Trail, 100% County Project -Approval:** \$9,000. **Motion by Branum, second by Bone to Approve Resolution #2012-04: Resolution to appropriate funds for 1095 B-CA, Chapman T Trail, 100% County Project in the amount of \$9,000. All in favor, motion carried. (For copy, see Resolution Book 12, pages 78-79).**
4. **Panasonic Copier Replacement -Approval:** Branum reported the committee approved the purchase of a used color copier from Tom Day Business Machines in the amount of \$2,999. **Motion by Branum, second by Miles to Approve the Purchase of a Used Color Copier from Tom Day Business Machines in the amount of \$2,999. All in favor, motion carried. Hertel**

inquired if the copier the Highway Department is replacing will go to the Recycling Center, and Branum stated affirmatively.

5. **2012 Oil Letting Date -Update:** Scheduled Wednesday, March 28<sup>th</sup>, 2012 at 9:30 a.m. at the Highway Department.

**H.W.E. COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:**

1. **Elections -Update:** Durbin stated that County Clerk Sandy Leitheiser reported due to 2<sup>nd</sup> floor Historic Courthouse renovations, the Election Night Returns location will be in the Annex Conference Room. Based on absentee voting turnout so far, Election Day turnout could be low. Also, many Election Judge positions are open due to many health and travel reasons. The State Board of Elections requested that County Clerks eliminate some Election Judges due to the State's dwindling budget and inability to pay \$45 per Election Judge each election. House Bill 5497 has been filed in this session to raise the total registered voters from 800 registered voters to 1200 registered voters per precinct, which if passed, could help counties consolidate precincts and reduce the number of Election Judges per precinct.
2. **Recycling Program and Events:**
  - **Litchfield Drop Shed -Update:** Durbin reported Lutz will advertise for bids for the Litchfield drop shed rebuild. Bids will be due on Friday, March 23<sup>rd</sup> by 3:00 p.m. A Special HWE Committee meeting to open bids will be Friday, March 23<sup>rd</sup> at 5:00 p.m. at the Annex Conference room.
  - **Hillsboro Office Trailer -Update:** Durbin reported the old office trailer will also be put out for bid. Bids will be due on Friday, March 23<sup>rd</sup> by 3:00 p.m. and also opened at 5:00 p.m.
  - **Electronics Drive -Update:** Durbin reported the Electronics Drive will be held on Saturday, April 28<sup>th</sup>, 2012 from 8:00 a.m. to 3:00 p.m.
3. **EPA Report -Update:** Durbin reported that Bill Gonet supplied a Daily Waste Placement Log for the Landfill. The Committee discussed some of the higher cubic yards and tonnages for certain days in January.
4. **Animal Control Facility and Program:**
  - **Animal Control Intake Summary -Update:** February was a slow month with 34 animals coming into the facility. There were 7 animals claimed, 13 were adopted, 9 went to rescue and 2 were euthanized for a total of 31 animals leaving the facility.
  - Richardson stated that the facility has had many donations and food supplies are at good levels.
  - Richardson will be checking with the Sheriff's Department regarding a tranquilizer gun.
  - **Micro Chip Clinic -Update:** Will be scheduled in mid-April.
5. **Executive Session for Probable or Imminent Litigation -Update:**
  - *Enter into Executive Session:* Motion by Durbin, second by Hertel to Enter Into Executive Session. All in favor, motion carried. Time: 10:48 a.m.
  - *Come Out of Executive Session:* Motion by Hitchings, second by Miles to Come Out of Executive Session. All in favor, motion carried. Time: 11:12 a.m.

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

**ANNOUNCEMENTS:** Chairman Plunkett announced the following:

**Special HWE Committee meeting to open bids for Litchfield Recycling Facility and Hillsboro Office Trailer is Friday, March 23<sup>rd</sup> at 5:00 p.m. in the Annex Conference room.**

**Special Personnel Committee meeting to continue Union Negotiations with the Sheriff's Department Laborers' Local Union #77 is Monday, March 26<sup>th</sup> at 3:30 p.m. in the PBC room.**

**MCEDC General Membership meeting is 6:00 p.m. on March 27<sup>th</sup>, 2012 at the Church Street Pub.**

**SCHEDULE CHANGES:**

Chairman Plunkett reported the Regular Coordinating Committee meeting on March 27<sup>th</sup> is changed to 5:00 p.m. instead of 5:30 p.m.

**PAY BILLS:**

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Hitchings, second by Wendel 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 Bathurst, second by Durbin to pay all other approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2012.

**ADJOURN:** Until the Full Board Meeting on Tuesday, April 10<sup>th</sup>, 2012 at 8:30 a.m. at the Farm Bureau Building, Hillsboro, Illinois.

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

Meeting adjourned at 11:10 a.m.

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