

**Montgomery County Board
Minutes**

For Tuesday, May 8th, 2012 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, May 8th, 2012 in the County Board Room, 2nd floor of the Historic Courthouse, Hillsboro, Illinois.

The meeting was called to order by County Board Chairman Mike Plunkett at 8:30 AM. Plunkett welcomed everyone back to the newly renovated Historic Courthouse and County Board room at this first meeting held in this location. Previous County Board meetings during renovation were held at the Farm Bureau building from October, 2011 through April, 2012. He thanked Farm Bureau Manager Bob Lentz for hosting County offices and County Board meetings at their facility, and also thanked County Coordinator Chris Daniels and Buildings & Grounds Committee Chairman Terry Bone for their leadership and hard work throughout this project. Plunkett stated we now have a building that is more handicapped accessible, safer for employees and better access for the public. County Clerk Leitheiser also thanked Bone and Daniels as well as the County Offices displaced during renovations, and County Information Systems and Maintenance staff.

Roll call was taken. 21 members present, 0 members 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, Ed Helgen, Jarod Hitchings, Frank Komor, Sharon Kuchar, Scott Merano, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams.

Members Absent: none

Pledge of Allegiance to the flag was given.

Mileage and Per Diem Approval:

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

Approval of Minutes of Previous County Board Meeting:

Gasparich asked that a correction be made on the County Board Minutes EMA committee report to correct the acronym IFSA to be listed as IL Fire Service Institute. **Motion by Kuchar, second by Graden to approve the Minutes of the Previously County Board Meeting held on Tuesday, April 10th, 2012 after corrections. 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 and informed the County Board that her office completed tax extension and gave tax data to the Treasurer's Office on April 18th, 2012.
4. **County Treasurer's Report** – Ron Jenkins was present for questions and stated the first installment due date for 2011-2012 real estate taxes is July 5th, 2012 and the second installment is due September 5th, 2012.
5. **G.I.S. Coordinator's Report** – Mary Purcell was present for questions.
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** – Sheriff Vazzi was present for questions.
10. **T.B. Department Report** – was submitted.
11. **V.A.C. Report** – Dave Strowmatt was present for questions.

Chairman Plunkett recognized Regional Superintendent of Schools Marchelle Kassebaum and State's Attorney Chris Matoush who were present for questions at the meeting.

APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA: Motion by Bishop, second by Beck 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. **Adult Entertainment Regulation Ordinance 2012-05 -Approval:** Chairman Plunkett reported each County Board committee has reviewed this ordinance, and explained that the ordinance prohibits alcohol consumption at an adult entertainment facility. Also, Leitheiser reported the State's Attorney Chris Matoush has approved this ordinance. **Motion by Blankenship, second by Kuchar to Approve Adult Entertainment Regulation Ordinance 2012-05. All in favor, motion carried. (For copy of Ordinance, see Resolution Book 12, pages 92-94).**

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

1. **Historic Courthouse Renovations & Move- Update:** Terry Bone stated he appreciated everyone's help in this project, including Hurst-Rosche Engineers and Korte-Luitjohan Contractors and also thanked Coordinator Daniels for her hard work and organizational skills.
 - **Elevator:** The committee discussed the noises the elevator is making. Bone reported the noise between the 2nd and 3rd floor has worked its way out, but now there is a noise under the door at each floor. Hurst Rosche representative Brandon Little explained to the committee that there are rollers on the back wall that roll over the imperfections of the concrete shaft so the back wall of the elevator cab needs strengthened and that there is a problem with a couple of the panels and Shindler will need to replace and take the elevator down. Bone reported this work will need to be scheduled in about a month, and it was also reported that the alarm button on the elevator does not work.
 - Information Services representative Bill Purcell reported that the Fire Alarm System is giving error messages and trouble indicators on the 3rd floor. Bone reported a repairman was onsite concerning the fire alarm.
 - Little stated that the access panels for plumbing will be fixed, and Bone reported the issue has been resolved.
 - Basement area Air Conditioning can't be hooked up due to the lack of power available in that area. Original bid specs had the electric hookup listed and then it was taken out in the re-bid. Wires need to be pulled for 240 current.
 - Little reported that the punch list on Historic Courthouse renovations is about 90% done and that two more change orders will be submitted and addressed at a later time.
 - The handicap ramp in front of the Historic Courthouse will need to remain for a few months until after elevator issues are resolved. After that, the ramp will be advertised for bids. Bone reported the sign in the front yard will be taken down soon.
 - GIS Coordinator Mary Purcell will contact Sims Moving to arrange the move for the GIS Plotter and Mary will need to be here with the movers as the work is done.
 - A counter top on the 3rd floor needs legs installed, since they were taken out for an unknown reason during the demolition.
2. **County Board Room -Update:** Bone reported the County Board Room work is almost complete. It was a major job getting all the stored items and surplus items out of the board room. All the walls, trim and ceiling grids have been painted, and new carpet, window shades and most ceiling tiles have been installed. New board members' desks and most of the chairs were delivered in advance of today's Board meeting.

3. **Paint 1st Floor Hallway and Basement Entrance of Historic Courthouse -Update:** Bone reported the Committee discussed and approved having the first floor hallway and the handicap entrance area in the basement to the elevator painted. A Bid Advertisement will be published, and Bone also explained the basement has been used for storage temporarily during the move and will be cleared out and painted after the first floor hallway is completed.
4. **Maintenance Issues and Report -Update:**
 - **Leaks at the Annex Building – ROE office:** Bone reported that Hurst-Rosche representative Little stated he checked the bricks on the 2nd floor and the bricks aren't wet, so he thinks the water is coming from the top of the building. There is a gap between the window and wall, and the header wall is ruined from the water. Little checked all the 2nd floor walls, brick and windows and found no moisture coming in. The north wall at the VAC office also has a bad leak with a lot of moisture, and the bottom of that wall needs to be resealed. Bone reported Western Waterproofing was here yesterday to look at the issues and will let us know what needs to be done.
5. **Surplus Items -Update:** Bone reported 90% of surplus items were sold and there will be another surplus auction for any remaining items.
6. **Evacuation Plan -Update:** Gasparich asked Bone if there is an evacuation plan now that everybody is moved back in to their offices and Bone replied he and EMA Director Diana Holmes plan to meet with Office Holders in the Historic Courthouse on this soon.

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

1. **MCEDC -Update:** Deabenderfer reported that the MCEDC Executive Committee met May 1st, 2012. Tonya Flannery gave a report on the workforce in the County. Mrs. Brenda Fesser is a new Executive Board member. Nancy Slepicka completed a grant for Harvel for an alarm system. Next MCEDC meetings are July 11th and October 2nd, 2012. Deabenderfer stated that things should transition easily from U of I Extension, and Erika Kennett will set up office hours at the Historic Courthouse for a few days each week.
2. **CEFS Letter -Update:** The committee discussed an anonymous letter that was sent to County board members regarding the Central Illinois Public Transit Program (CIPT). CEFS CIPT Director Kristie Warfel sent a CEFS report to the committee to address issues with the transit program. Deabenderfer reported we did not receive the CEFS response letter to the concerns they heard about. Warfel addressed the Full Board and stated although we didn't receive the response letter, she will be submitting a report on a regular basis about what CEFS public transportation is doing, and if we need her to come more than once a year to explain their services, she can do so. Chairman Plunkett stated the CIPT Operation Plan is in the Board packet and asked Warfel to address the issue expressed in the anonymous letter about the limitation of CEFS transportation service hours, asking if the vehicles are running at full rider capacity. She explained that the transportation schedules are busiest in the morning transporting residents to work and at the end of the afternoon around 2:00 p.m. – 4:00 p.m. and reported there is still room for more riders. She is working to expand the hours to offering transportation services from 6:00 a.m. to 6:00 p.m. starting July 1st, 2012. She is also working on a grant application to get funding for additional hours from 6:00 p.m. to 11:00 p.m. as more agencies are doing more group sessions and people are shopping in the evening. She reported there has been an increase in ridership for medical services especially to Springfield. Also, at IDOT's direction they will be scheduling dedicated routes which will better meet the needs of residents in Montgomery County. Graden asked how many CIPT vehicles are in Montgomery County, and Warfel reported there are 5-10 vehicles that serve Montgomery County and a total fleet of 32 vehicles for their service area. She is requesting 9 additional vehicles from IDOT

with 14 and 22 passenger capacity and also minivans for medical appointments. Bathurst asked Warfel to address the unsigned letter and IDOT's letter which brings up a red flag to her. Warfel replied IDOT gave a compliance review last year and she will provide a copy for Board members and stated she learned at a meeting in April that CIPT was going to be held to a higher bench mark. Warfel has since given IDOT a response by sending an updated "Operation Plan" to address their concerns, and will also provide County Board members copies of this response letter. She reported they have implemented a call center to receive calls from 6:00 a.m. – 8:30 a.m. and 4:30 p.m. – 6:00 p.m. Hitchings asked if there was an indication of who wrote the unsigned letter, and wondered if it came from another company wanting to bid on these same services and Warfel replied she can't speculate this since there is no proof of who sent these letters to County Board members. Warfel stated CIPT has done a great job with the dollars they receive but explained those with more dollars and more vehicles can do more. She compared their 32 vehicle fleet to a competitor who has a 60 vehicle fleet. Hertel reported that when he was employed with Department of Human Services he requested a dedicated service route between Litchfield and other towns such as Nokomis for clients to get to work, and asked if those routes are established now. Warfel replied she wasn't here at that time and that all vehicles are based in Hillsboro but these types of routes could be designated routes in the future. They are also going to implementing route scheduling software with GPS capabilities which would also track ages and the needs of riders. Deabenderfer asked what percentage of rider clientele are Senior Citizens and Warfel stated she did not have that information with her. Deabenderfer also asked about transferring college students and if CIPT could help with school bussing problems. Warfel replied they transport students from Effingham to Mattoon to college but CIPT is not allowed to compete with the yellow school bus. However, CIPT can help with after school activities if parents are not able to transport. She can't say if schools know about this service. Warfel stated that CIPT wants to provide a good service with safe vehicles, friendly drivers, and a clean environment. Plunkett reported that the County Board has representation each month on the CEFS Board with Board member Nikki Bishop. Deabenderfer stated since Montgomery County has a 13.7% unemployment rate, transportation to jobs would be a positive step. Hertel asked Warfel to return to the County Board meeting in six months to give an update on the service improvements she stated will be implemented, and she agreed to do so.

3. **Meeting with Representative Rosenthal -Update:** Deabenderfer reported that he attended an Economic Development meeting hosted by Representative Wayne Rosenthal that was held in Morrisonville. Fellow County Board member Joe Gasparich and Tom Gooding of Hillsboro also attended. Many questions were asked of Representative Rosenthal, and Gasparich asked why Ameren doesn't want anything to do with Illinois Coal. Rosenthal's office will look at the issue. Mr. Gooding asked about the tax exempt status for Hillsboro Hospital, and Rosenthal stated that there has been some movement there.
4. **Grain Belt Express Clean Line Meeting -Update:** Deabenderfer attended a meeting in Taylorville regarding a company that wants to install 700 miles of high voltage transmission lines for wind energy from Kansas to eastern states. Once the preliminary investigations are completed and when a more definite route has been pinpointed, meetings for the general public will be held. Deabenderfer reported that Ameren will be holding an information meeting on Tuesday, May 15th from 11:00 a.m. to 2:00 p.m. at the Knights of Columbus Hall in Farmersville regarding transmission lines.
5. **Oil Green Diamond Bike Trail -Update:** Tony Krager stated that the estimate to oil and chip the bike trail is the same that was submitted earlier.
6. **Enterprise Zone -Update:** Deabenderfer informed the Board of a House Bill about the life of Enterprise Zones. He referred members to HB4189 and an article in the Springfield newspaper citing Illinois House Speaker Madigan being quoted to say that no business should be in the Enterprise Zone unless that business provides 1000 jobs.

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

1. **Collections -Update:** Moore reported Total Collections for April are **\$121,010.83** (New System \$120,531.66 Old System \$479.17)

EMA:

1. **Deer Run Mine -Update:** Moore reported on April 16th, Holmes was updated and given the Coal Mine's Emergency Plan along with maps. She received their IDNR permit on April 20th, 2012. Holmes will advise Assistant State's Attorney Betsy Wilson that she is in possession of these maps. Holmes will give County Clerk Leitheiser a copy of the permit.
2. **Casualty Simulation Kit -Update:** The cost is \$350 for the small kit. The quotes from Jolotta Hill are \$599 for DLX Kit and \$489 for Multiple Casualty Kit for a total of \$1,088. Holmes will contact local Funeral Director Todd Dean for a few containers of mortician's wax for the training simulation. Holmes will purchase the small kit.
3. **EMA Laptop -Update:** The EMA Laptop has stopped working. Holmes will check the EMA budget to see if there is enough money to purchase a new one this year. If not, she will budget for a new laptop next year to stay with the truck.
4. **Region 8 Training -Update:** Staff had training on April 11th on the new program for submitting quarterly reports.
5. **FEMA On-line Class -Update:** FEMA has added a new on-line class that must be completed by October 1st, 2012. Cathy Ulrici has completed her class, and Holmes is still working on completing hers.
6. **County Sales Tax ID -Update:** HazMat and County MABAS have used the County Tax ID # for several years. At the HazMat meeting on April 26th, the members decided that they would do a combined HazMat and MABAS Tax ID. Holmes stated that she gave them 3-6 months to complete this process. Holmes stated that they need to get their own number instead of using the County Tax ID #.
7. **Holmes to Attend Finance Meeting -Update:** Holmes attended the Finance Committee meeting on May 7th. The topic was acquiring emergency funds in case of a major event in the County. Also, EMA has issued debit cards to the three EMA employees with their own names on it. The bank said they couldn't get one for just the office. If county responders are deployed to an out-of-county or out-of-state event, we won't be able to send the card with them. Holmes will need ideas on this issue. There will be a limit of \$1,000 on the card.
8. **Regional Meeting -Update:** This meeting was held Friday, May 4th, 2012. Holmes reported to committee she would not be attending and she was uncertain if Cathy Ulrici would be attending.
9. **Gasparich to cover EMA -Update:** Moore reported Joe Gasparich covered EMA on May 4th due to Holmes' absence and everything went well.
10. **HazMat -Update:** Some of the Taylorville Fire Department will be joining Montgomery County HazMat. We are working out details with the Taylorville Fire Chief and HazMat (MABAS 56) Team Leader Jerry Hefley. Also, the tires on the HazMat trailer are 6 years old, and will soon need replaced.
11. **Pre-plan Meeting -Update:** Moore reported a pre-planning meeting was held on Wednesday, May 2nd at 6:30 p.m. in the EMA office for the June 26th county-wide exercise. Any Board member that would like to be part of the exercise should let Holmes know. Holmes needs participants for injured, dead, homeless, Hazmat decontamination and also participants for interviews with the media, and those interested should contact the EMA office. Hour for hour credit (4hrs.) will be awarded to participating EMT's, Paramedics, Coroners and Funeral Directors.

- 12. NIMS 300 Class -Update:** Gasparich will teach the NIMS 300 Class at the Nokomis FPD Station this weekend on May 4th, 5th, and 6th. Also, will be training at the Hillsboro Moose Club this Friday, May 11th at 8:00 a.m.

NEW BUSINESS:

- 1. Resolution Authorizing the Execution of a Mutual Aid Agreement with the Illinois Coroners and Medical Examiners Association -Approval:** This resolution is requested from Coroner Rick Broaddus, and this Agreement would be made in recognition of the fact that natural or man-made occurrences may result in emergencies that exceed the resources, and equipment and/or personnel of a county coroner or medical examiner, and allow coroners to come into our county if needed and ours to theirs. The State's Attorney office has approved. **Motion by Moore, second by Graden to Approve the Resolution Authorizing the Execution of a Mutual Aid Agreement with the Illinois Coroners and Medical Examiners Association. All in favor, motion carried. (For Copy of Resolution, see Resolution Book 12, pages 95-100).**

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

- 1. Agent for the County Trustee – Delinquent Program Resolutions -Approval:** Blankenship reported County Trustee Joe Meyer attended the committee meeting regarding the tax liquidation program and informed members that a sealed bid auction of surplus property was held and closed on April 20th, 2012. The auction made \$22,000 for surplus property sold. Meyer and Associates cataloged and photographed all the delinquent properties. Meyer stated that this program is run by the County Board, and everyone who submitted a bid now has 60 days to get a title search, etc... Two Buyers, the City of Litchfield and Michael Polley of Irving wanted their property as soon as possible so Meyer prepared two resolutions to convey the deeds to them. The County Board must approve Resolutions to allow the conveyance of any property under this program. Deeds will then be prepared and sent to the County Clerk/Recorder's office to record. There will be a 2nd surplus property auction this fall. Meyer told the committee that the City of Litchfield parcel wasn't offered to the public because the City declared the property condemned, which allowed the County Trustee to provide it to the City at a minimum price because they have many expenses they incurred to clean up the condemned property. Plunkett reported after passing these Resolutions and conveying these deeds the properties will go back on the tax rolls. **Motion by Blankenship, second by Williams to Approve the Resolution to Convey the Deed to Parcel # 15-04-212-003 to the City of Litchfield as a result of the Trustee Tax Sale. All in favor, motion carried. (For Copy of Resolution, See Resolution Book 12, page 101). Motion by Blankenship, second by Hertel to Approve the Resolution to Convey the Deed to Parcel # 13-06-263-003 in the City of Witt to Michael Polley as a result of the Trustee Tax Sale that was held in April 2012. All in favor, motion carried. (For Copy of Resolution, See Resolution Book 12, page 102).**
- 2. Emergency Funding for Deployment of Volunteers -Update:** Blankenship reported that Diana Holmes stated she asked Auditor Patton about obtaining a debit card to get emergency volunteers food and gas if they are deployed out of the County. Currently the three cards are issued to each individual EMA employee and someone else can't use the debit cards. The bank said that debit cards can only be issued in individual names and not business names. Treasurer Jenkins stated that this won't happen very often and a phone call could be made to get a voucher signed to get funds. Holmes stated that the problem arises when money is needed on the weekend or holidays when banks aren't open.

3. **Payment of Election Personnel -Update:** Kuchar asked Blankenship about the Election Personnel issue of paying any County employees extra money for working on election days. Blankenship stated that no decision was made at the Finance Committee meeting and it would be looked at and discussed at the next Finance meeting.
4. **CEFS Ordinance #2012-06 & Intergovernmental Agreement to Provide for Public Transportation in Montgomery County -Approval:** Bathurst asked how much funding we give to CEFS each year and Chairman Plunkett stated the amount was \$4,000. **Motion by Blankenship, second by Helgen to Approve Ordinance #2012-06 and Intergovernmental Agreement with CEFS and CIPT to Provide Public Transportation. All in favor, motion carried.** Plunkett asked Kristie Warfel to give an update later on their hours of operation and proposed improvements. **(For copy of Ordinance and Intergovernmental Agreement, see Resolution Book 12, pages 103-105).**
5. **U of I Extension Resolution Agreement -Approval:** Blankenship reported U of I Representative Amanda Cole presented the 2012 levy amount for U of I Extension services in the amount of \$154,910, which is the same amount as last year. **Motion by Blankenship, second by Beck to Approve the Agreement with U of I Extension to Levy an amount of \$154,910. Voice Vote: Abstain – 1 (Gasparich). Motion carried. (For copy of Agreement, see Resolution Book 12, pages 106-107).**
6. **FY2011 County Audit Report -Approval:** **Motion by Blankenship, second by Branum to Approve the FY2011 County Audit Report that was presented last month by Patton & Company. All in favor, motion carried.**
7. **Coal Mine -Update:** Blankenship reported the Coal Mine has sold coal to ADM of Decatur, Illinois and Ameren of Missouri to date. Hillsboro Energy Representative John Mick, Treasurer Jenkins and Chairman Plunkett met about a month ago to discuss coal production, royalty payments, and sales taxes. Mick welcomed questions and offered for our county auditor to review their fiscal information. County Clerk Leitheiser is getting tonnage totals of coal extracted from Deer Run Mine from IDNR on a quarterly basis and the County Board will make a comparison of those totals to the totals that Treasurer Jenkins receives from Hillsboro Energy. Blankenship reported that longwall mining should start about August, 2012. Chairman Plunkett is planning to set up a County Board committee which would offer parameters to budget for Coal Revenue. Supervisor of Assessments Ray Durston stated to the committee that he is getting the information he needs from the Coal Company for proper assessment.

Hertel asked Treasurer Jenkins about the County employee early retirement severance package savings and whether individual office budgets will reflect reductions in salary expenditures as a result. Jenkins replied that he can give Hertel the information requested.

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

1. **Elections -Update:** Durbin asked Leitheiser to give a review on the options he requested she provide to the County Board to reduce election costs. Leitheiser shared Cost Per Vote totals from the March 20th, 2012 General Primary Election, which totaled \$15.71 per vote. Leitheiser reported a savings of \$28,500 for this last election as a result of internalizing the Ballot Programming/Layout Coding Services by using Elections Unity Software purchased at no cost to the County due to a HAVA grant. Leitheiser stated we are the smallest county in the State who uses this vendor to program our own ballots and save these costs. Leitheiser expressed appreciation to her employees Terri Miller and Tricia Maulding for learning this software function and helping the office provide this service and save Election costs. She reported on current Precinct/Registered Voters Totals, and stated that the County currently has 42 precincts and 26 polling place locations. Members voiced concerns they hear from Election Judges and public about high Election costs, and Leitheiser gave options to reduce costs, since the County

will soon need some M100 tabulators replaced. Leitheiser shared some samples from other counties on their largest number of registered voters and some were over 2,800 registered voters per precinct. She gave an overview of Option #1, which would Consolidate from 42 to 30 precincts and would displace Precinct Committeeman but be easier for Election Judges. She then gave an overview of Option #2, which maintains 42 precincts and clusters Election Judges and keeps Precinct Committeeman but be more difficult for Election Judges. Leitheiser stated she is working diligently to keep costs down but reminded members that some election equipment is showing their age and needs repaired or replaced at \$3,600 per unit, with a current need to replace 6 units. She explained that the bulk of election costs pertain to salaries of Election Judges at \$135 per Election Judge salary, which includes \$45 reimbursement from the State of Illinois, which may no longer be received due to State Budget shortfalls. She explained the timing is important, since Election Judges will soon need to be commissioned by their Precinct Committee Representatives, the County Board, and the Circuit Court to work at elections to be held in November 2012, April 2013 and March 2014. She reported that if consolidation is considered, Illinois law requires Counties only consolidate precincts at the June Board meeting each year. Hertel stated the two Party Chairman should be invited to the next HWE Committee meeting, and Durbin agreed that they will be invited to attend. Plunkett stated if we consolidate larger precincts will need 7 per polling place instead of 5 at larger elections. Plunkett stated members can call Bob Durbin or Sandy Leitheiser if they have any questions or suggestions. Gasparich asked if consolidation can be done by vote or resolution and Leitheiser replied it is done by resolution. Plunkett stated the committee will make a recommendation and we will proceed from there, and reported that the County Board has three options: stay the same, consolidate precincts at the June meeting, or cluster Election Judges but keep the same number of precincts.

2. Recycling Program and Events:

- **Litchfield Drop Shed -Update:** Durbin reported zoning for fencing was approved and the building permit was submitted and approved. Trusses are on site and steel and material has already been delivered to Pro-Built. As things progress, Recycling Coordinator Dawn Lutz will have a possible completion date. Once completed, a Grand Opening/Ribbon Cutting Ceremony will be held.
- **Security Cameras for Litchfield Drop Shed -Update:** Durbin reported there are 2 bids on Security Cameras for the Litchfield Drop Off. The committee discussed putting this issue on hold for one month until the building is constructed. Durbin stated the options are either cameras or closing the facility during the night-time hours.
- **Forklift Purchase -Approval:** Durbin reported the committee discussed the purchase of a forklift truck since two forklifts were burned in the fire. A used forklift is \$18,000 and comes with a 90 day full warranty & 180 days on major power train. According to a proposal received by Pennell Forklift, a new forklift truck will cost \$27,420 and comes with a 24 month warranty or 3000 hours & major power train for 60 months or 6000 hours. There is a \$600 factory discount offer for a new one, which brings the price down to \$26,820. County Insurance will reimburse up to \$12,000 towards the purchase of the forklift. The committee discussed the difference in costs and the warranty issues. The committee feels that getting the new one would be more feasible and now would be the time to purchase a new one since there is some insurance money to help replace it. Hertel asked where the money for purchase is coming from and was told out of the General Fund. He also asked if we meet the Emergency requirements to approve this purchase without bidding it first, and consensus was that the State's Attorney needs to be asked. Several Board members voiced concern of a fair bidding process with the amount on the table from Pennell Forklift. Discussion took place if \$20,000 is the correct bid threshold. Plunkett stated we could approve \$26,820 for a purchase of a forklift and check with the State's Attorney to see if the threshold has changed to \$30,000 and then could bid out later. **Motion by Bone, second by Beck to Table the Issue until Later in the Meeting so the**

State's Attorney can be consulted prior to vote. All in favor, motion carried. State's Attorney Chris Matoush was asked to return to the Board meeting and he stated the threshold for bidding out was raised to \$30,000. Merano believes we should still bid out to get a lower price. Plunkett stated our practice has been to bid out. Gasparich stated we will save money in the long run by purchasing the new forklift truck due to costly maintenance and repairs to used ones. **Motion by Durbin, second by Bathurst to Approve Purchasing a New Forklift Truck from Pennell Forklift Service for \$26,820 which includes a \$600 factory discount. Roll Call Vote: Ayes - 14, Nays - 7. Those Voting Aye: Bathurst, Blankenship, Bone, Branum, Deabenderfer, Durbin, Gasparich, Graden, Helgen, Hitchings, Komor, Kuchar, Miles, Wendel. Those Voting Nay: Beck, Bishop, Hertel, Merano, Moore, Plunkett, Williams. Motion Carried.**

- **Purchases -Update:** There was \$1,000 insurance funds to replace building contents at the Litchfield Recycling facility. Lutz will be looking to purchase a pallet jack, dock plate and battery charger.
 - **Electronics Drive -Update:** Durbin reported the Electronics Drive on Saturday, April 28th was a huge success with 80,000 lbs. collected and four fully loaded semi-trailers.
 - **Department of Labor Payment -Update:** Bob Durbin signed a voucher for \$4,169.32 and Asst. State's Attorney Wilson will get a release letter from the Department of Labor.
3. **EPA Report -Update:** Bill Gonet had nothing to report at the committee this time and wishes to start giving a quarterly report to the committee. He has moved to the third floor and is very satisfied with the new area.
4. **Animal Control Facility and Program:**
- **Animal Control Intake Summary -Update:** There were a total of 29 animals brought into the facility and 25 that left in the month of April.
 - Applications are being taken for a part time position at the Animal Control Facility.

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

1. **Revised Subdivision Ordinance -Update:** Branum reported the committee reviewed several changes in the Draft of the County Subdivision Ordinance the committee received last month. Members working on the Subdivision Ordinance were present to answer any questions. Asst. State's Attorney Wilson stated that in Section 1.07 - 2a of the Ordinance the Board can make the minimum requirement for plat act from 5 acres down to 2 acres by law. This would be the best time to change the acreage requirement if the committee so chooses. Plat Act Officer Purcell stated if it is less than 5 acres it will bring in a whole new set of problems. Health Dept. Environmental Health Representative Cyndy Howard stated there wouldn't be much change for water and sewer if the ordinance was changed for less than 5 acres. The committee discussed leaving the acreage requirement at 5 acres and approved and recommended the Revised Montgomery County Subdivision Ordinance to the Full Board for review for 1 month. After review, the Board may take action to approve the Ordinance at the June Full Board meeting. Branum stated Wilson will be here to answer any questions at that time.
2. **Red Ball Trail Project -Update:** Engineer Smith reported to the committee that the pre-construction meeting was held last week. The Contractor will set up signs and traffic control on Friday, June 1st, 2012, work will start on Monday, June 4th, and the Red Ball Trail Project will start around June 1st, 2012. Engineer Smith will be scheduling a pre-construction meeting in the next few weeks.
3. **Pitman Township Bridge, East 1st Road -Update:** Branum reported Engineer Smith explained that 6 poles in this area are in the public right of way. The Utility Company was told to move them because they are in the slope of the new road. Poles should be moved 5 feet beyond the clear zone on the Township Road for liability reasons. It will be up to Pitman Township Highway Commissioner Tony Krager and the Utility Company to work out the issue.

4. **Raymond Township Bridge, North 23rd Avenue -Update:** Branum reported we could have the Bridge letting sometime in August. Engineer Smith is working with McDonough Whitlow to finalize the plans for this bridge.

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

1. **Agreement between The Board of Trustees of the University of Illinois and Montgomery County Board -Update:** Kuchar reported Finance Members were invited to Personnel Committee, and U of I Representative Ronald Duncan addressed the committee concerning the proposed Salary Study. Duncan stated he will gather information regarding each job to compare to other like positions in other counties and businesses. The Study will show the general state of what the County is paying its employees according to job title and skills. The Job Study will be able to pull apart and assess the job skills required to do each job and compare it to other jobs with similar job titles. Plunkett stated the Board approved the contract last month and with questions now answered, he will sign the agreement after today's County Board meeting.
2. **Harris Computer / Time Clock Plus Presentation and Quote -Update:** Kuchar reported Rich Plese of Harris World Software explained the different options of time tracking software his company sells which integrates with the county's current Harris open window payroll system. The committee asked Mr. Plese to provide a price and system requirements for a system that supervisors can use to enter time for their employees so reports could be generated. This process could then be expanded sometime down the road. The Treasurer's office will continue to track time off in the meantime.
3. **FMLA Record Keeping -Update:** Kuchar reported we need to schedule training for office holders sometime in May.
4. **Labor Local # 397 -Update:** Kuchar reported that Plunkett stated he received a letter from Labor Local #397 requesting negotiations with 3 new units – SOA, State's Attorney, EMA/Animal Control. A special meeting has been scheduled for Monday, May 21st at 6:00 p.m. at the PBC room of the Courthouse Complex.
5. **Addendum for Central Laborers' Pension, Welfare and Annuity Funds Increase - Update:** Highway Engineer Kevin Smith reported that the Laborer's Health Insurance Premiums increased and they sent an addendum to the existing contract for the County to pay more on the Highway Employee Insurance. The committee discussed having Asst. State's Attorney Wilson review this and give an opinion. The County has been paying the premium so far, and the old insurance rates were paid up to March. County is up to date on Insurance premiums to the Union, and now the amount the employees need to pay needs to be determined. It was suggested that Highway employees could pay their amount the third paycheck in June since there are three paychecks that month.
6. **Executive Session:** The committee discussed an overview of options the committee has should the Sheriff's Department Union negotiations go to arbitration.
 - ***Enter into Executive Session to discuss Sheriff's Dept. Union Contract Negotiations with Local Laborers #773: Motion by Kuchar, second by Graden to Enter Into Executive Session. All in favor, motion carried. Time: 10:24 a.m.***
 - ***Come Out of Executive Session: Motion by Kuchar, second by Hitchings to Come Out of Executive Session. All in favor, motion carried. Time: 10:50 a.m.***

APPROVAL OF 8 COMMITTEE REPORTS & MINUTES: Nikki Bishop reported she was absent for the Buildings & Grounds Committee meeting on May 3rd, and a correction will be made to those Committee minutes. **Motion by Miles, second by Hitchings to approve the 8 committee reports and minutes after corrections. All in favor, motion carried.**

ANNOUNCEMENTS:

Chairman Plunkett announced the initial Negotiation meeting with Laborers Local # 397 is Monday, May 21st at 6:00 p.m. in the PBC room with Personnel Committee Vice-Chairman George Blankenship as the Chairman of these Negotiations.

SCHEDULE CHANGES:

Chairman Plunkett reported the next Economic Development Committee meeting has been changed to May 30th at 6:00 p.m. from June 6th. Also, as a reminder he announced that the Economic Development Committee meeting is June 27th instead of July 4th.

APPOINTMENTS:

Motion by Hitchings, second by Branum to Appoint Kevin Darst as Trustee to the Fillmore Community Fire Protection District for a term to begin immediately. All in favor, motion carried.

Motion by Hitchings, second by Deabenderfer to Reappoint Donald Sturgeon as Trustee to the Shoal Creek Fire Protection District for a 3 year term to begin May 1st, 2012 and expire April 30th, 2015. All in favor, motion carried.

Motion by Moore, second by Blankenship to Reappoint Dan Blankenship, Marilyn Harvey, and Maurice Wilson as Trustees to the Green Hill Cemetery Association for a 6 year term to begin May 1st, 2012 and expire April 30th, 2018. All in favor, motion carried.

Motion by Bone, second by Kuchar to Reappoint Deanne Jones as Commissioner to the Montgomery County Housing Authority Board for a 5 year term to begin July 1st, 2012 and expire June 30th, 2017. All in favor, motion carried.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Hitchings, second by Bishop to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 20, Against – 0, Absent – 0, Abstain -1 (Moore). Motion carried.
2. **Motion by Blankenship, second by Williams 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, June 12th, 2012 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois.

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

Meeting adjourned at 11:01 a.m.

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