

**Montgomery County Board
Minutes**

For Tuesday, November 13th, 2012 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, November 13th, 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.

Roll call was taken. 19 members present, 2 members absent.

Members Present: Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Bonnie Branum, Ronald Deabenderfer, Robert Durbin, Joe Gasparich, Chuck Graden, Ed Helgen, Roy Hertel, Jarod Hitchings, Sharon Kuchar, Scott Merano, Gene Miles, Mike Plunkett, Richard Wendel, Dennis Williams.

Members Absent: Frank Komor, Jim Moore

Pledge of Allegiance to the flag was given by Undersheriff Rick Robbins in honor of Veterans Day.

Mileage and Per Diem Approval:

Motion by Miles, 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 Merano to approve the Minutes of the Previously County Board Meeting held on Tuesday, October 9th, 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** – was submitted. Circuit Clerk Holly Lemons came to meeting later.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions.
4. **County Treasurer's Report** – Ron Jenkins was present for questions and wished those board members leaving well and stated he welcomes newly elected members and that that the Treasurer's office is always open for all.
5. **G.I.S. Coordinator's Report** – was submitted.
6. **Health Department Report** – was submitted.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – Undersheriff Rick Robbins was present for questions.
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 Bishop, second by Wendel 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. **CEFS Central Illinois Public Transit Monthly Progress Report -Update:** The monthly progress report was included at the front of County Board packets.
2. **U of I Extension Pamphlet -Update:** Extension Director Amanda Cole was present and provided a U of I Services pamphlet for Board packets. She reported that a candidate for the Economic Development Educator position moved to Chicago, so their job search continues to fill that position.

- 3. Coal Royalty Payment -Update:** Chairman Plunkett reported the coal royalty payment of \$112,505.01 received in October as a large amount. November will also be a large month at \$158,000 received. He stated payments are making a dramatic increase and the Board will continually be informed.

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

- 1. Historic Courthouse Renovations -Update:** Bone reported the following:
 - Change order was settled for \$6,063.14. Last pay application to Korte-Luitjohan is \$16,063.14.
 - Lance reported that the punch list has been completed.
 - The sensitivity on the light sensors by the SOA need to be adjusted.
- 2. HVAC at Courts Complex -Update:** Bone reported that Tom Baker from Hurst-Rosche Engineers stated that the switches on the HVAC system do not need to be replaced. Baker stated their recommendation is to go to a different HVAC System in the next few years because this system is now about 20 years old, and Hurst-Rosche thinks there are approximately 3 to 5 years left on the current HVAC system at the New Courthouse. Johnson Controls put stage timers in the system to help stop the short cycling, and three or four timers were added to prevent a unit from turning on so that oil could not get in the compressor. Baker stated that Carrier would prefer to see their method of controls on the unit and Johnson Controls replaced with more sophisticated controls so that the system would not short cycle and get oil in the compressors. Hurst-Rosche recommends not spending the \$2,000 that originally was asked to spend and Bone stated down the road this needs to be checked out. Baker stated he can check to see if an Ameren Rebate is available in the near future to replace the HVAC System at the New Courthouse.
- 3. Shindler Extended Warranty Agreement -Update:** Bone reported the committee received information last month from Schindler for a two month extended warranty for the Elevator in lieu of fixing the scratch in the back wall. The committee decided last month that 2 months were not acceptable and wanted 6 months extension on the warranty instead. Schindler Elevator came back with a 6 month extended warranty agreement which was approved by the committee.
- 4. Annex Building Walls -Update:** Bone reported Western Waterproofing was here in the last few weeks to seal the west and north walls of the Annex building, and after that visit, rains did not flood the area, so hopefully this seal was successful. Brent Lance had pictures taken of the old tile caps on the roof of the Annex Building to show the amount of deterioration and recommended a low cost solution. Lloyd Meyer called Young's Roofing to look at the issue and submit a price to replace the caps. Lance suggested putting a metal cap over the tile as the least expensive option. Lance also stated that the County doesn't want to repaint or reseal the north wall until the caps on the roof have been fixed. Bone reported the north wall is in bad shape and has been from the start, but the roof area needs to be fixed first.
- 5. Maintenance Issues and Report -Update:** Bone reported the following:
 - Committee approved 4 new window shades for the GIS Office.
 - Circuit Clerk wall was painted by Meyer.
 - Basement office walls will be constructed after the Water Company moves out at the end of December.
 - Motion Sensor in the 3rd floor hall was moved to the middle of the hallway.
 - Dishwasher at the Jail had a new part replaced.
 - Water shut-off on the faucet in the men's room on the 1st floor needs fixed and will be addressed.

6. **Exterior Pole Lights Rebate -Update:** Bone reported the Committee learned that we will receive a larger rebate from DCEO to replace the exterior lights in the parking lots at the New Courthouse. The rebate will be \$1275 instead of \$748.

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

1. **MCEDC -Update:** Deabenderfer reported the MCEDC Board met and reviewed contracts with three part-time MCEDC employees on Thursday, November 1st, 2012. They recommend to the MCEDC Executive Board that all three contracts be extended. Erika Kennett will be the Executive Director, Nancy Slepicka will be re-hired for grant writing and an EDGE Program person will need to be hired. The next Executive Board meeting will be in January 3rd, 2013 and contracts will be voted on at that time.
2. **Revolving Loan Fund Board -Update:** Deabenderfer reported the Committee approved and recommends the appointment of four new members to the Revolving Loan Fund Board at the end of the Full Board meeting: James Keller of First National Bank in Nokomis, Neil Jordan of First National Bank in Raymond, Randy McFarlin of First Community Bank in Hillsboro, and Justin Holderread of National Bank in Hillsboro.
3. **Green Diamond Bike Trail -Update:** Deabenderfer reported the invoice to oil & rock the Green Diamond Bike Trail was \$10,900, which was under the budgeted amount of \$20,000. Marsh recommended a new method be used, which provided the savings. Deabenderfer stated the trail is oiled every 4-5 years.
4. **EZ Seminar -Update:** Deabenderfer reported Coordinator Daniels attended the Fall Enterprise Zone Conference on Thursday, Nov. 8th, 2012 in Springfield.
5. **West Central Development Council Comprehensive Economic Development Planning Report -Update:** Deabenderfer reported Mike Cavanaugh from the West Central Planning Commission sent a Resolution to adopt the Comprehensive Economic Development Planning Report. Deabenderfer will proofread the Comprehensive Planning Report and have it available at the next Economic Development Committee so the Full Board can approve the resolution at the December Full Board meeting.

EMA/AMBULANCE COMMITTEE REPORT: Given by Vice-Chairman Jarod Hitchings as follows:

Ambulance Call Reports:

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

Total calls: 322 Total amount billed: \$181,263.70 Amount collected: \$99,448.05

AMBULANCE REPORT:

1. **Collections -Update:** Hitchings reported Total Collections for **October** are **\$97,869.65** (Old System \$430.50, New System \$97,439.15)

EMA:

1. **Knox Box -Update:** Hitchings reported three Knox boxes have arrived and Meyer has been notified. One will be put on the Courthouse Annex building, one on the west side of the Historic Courthouse, and one on the east side of the New Courthouse by the maintenance door. These are heavy duty boxes that hold keys in case of fire.
2. **County EOP – Resource Management -Update:** Hitchings reported that Director Holmes stated that someone or some county office representative needs to fill this role for the County EOP. Holmes has completed 8 of the 29 sections of the EOP manual. Jim Moore stated that this can be handled after the election as to who will fill this role.

3. **MABAS/HazMat Prior Approval on County Funds -Update:** Hitchings reported that Director Holmes stated these groups are going to have to watch their spending, and reported that \$127.44 was spent to winterize the two MABAS Dive boats which should have come from the MABAS 56 money collected for dues. County funds were set up only for emergency repairs such as replacement of damaged equipment or purchase of “much needed” equipment. Director Holmes recommended that any purchase either group would like to make must be approved by the EMA committee prior to purchase if using County money. The Committee approved her recommendation that any proposed expenditures from HazMat, MABAS and Dive Team must have Committee approval prior to spending County funds.
4. **Regional Meeting -Update:** Meeting will be held on November 9th, 2012, and Hitchings reported new information will be presented for the upcoming year. A statement from IEMA states the following: *“Over the past 18 months strategic plans have been revised to look into the future and what this discipline will need to go forward into the new era”*. One need from IEMA is that the public sector needs to be involved in emergency preparations. Holmes and Ulrici will be attending this training, and Holmes also attended a pipeline meeting on November 5th in Carlinville.
5. **Training -Update:** Hitchings reported the OMA on-line class was completed on October 30th, 2012.
6. **Shelters -Update:** Hitchings reported cots and blankets have been ordered, and Cots (25) will be ordered at \$39 each and one bale (30) of blankets will be ordered for \$141 per bale. The total cost of \$1,344.73 includes shipping. Blankets and cots will go to Latter Rain Ministries in Litchfield and shelters in Butler and Farmersville. Generators have been ordered and will be here in November.
7. **Hurricane (East Coast) -Update:** Hitchings reported Holmes will try and keep up with what worked and what didn’t the East Coast as they clean up after the recent hurricane.
8. **RR Crossing at Fox Hunt Trail in Coffeen -Update:** Hitchings reported Drury Emerson told the committee that the railroad crossing (Northfolk & Western) is blocking his driveway at his residence of 41 years. Road Commissioner Steve Voyles is getting in touch with ICC to get a crossing at Fox Lane. Safety issues needing addressed include: brush cut, lights installed at crossing, blow horn. Moore will seek answers for questions such as how long a train can legally block a crossing, and Emerson will monitor how long the train is on the track and how many trains a day pass through.

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

1. **Revolving Loan Fund -Update:** Blankenship reported the Revolving Loan Fund reports are up to date and in Board packets. Two loans are being paid on a regular basis and one is in bankruptcy.
2. **County Offices’ Bank Accounts -Update:** Blankenship reported the Committee reviewed County Offices’ Bank Account reports and everything seems to be in order.
3. **Job Salary Survey -Update:** Blankenship reported the following:
 - **Invoice timing for budgets:** We have until December 30th, 2012 to get an invoice once the final product is final and delivered.
 - **Salaries:** With Union negotiations going on, salaries will be discussed when the final product of the Job Study is delivered.

4. **FY 2013 Budget Changes and Recommendations –Disapproval:** Blankenship reported that Treasurer Jenkins stated only one small change in the Circuit Clerk’s Budget was made for about \$4,000 and this can be handled next year, so the Budget distributed to members at last month’s meeting is now ready for approval. Hertel stated he believes Board members should not be paid \$75 per meeting as liaisons to attend extra meetings, since others serving on most of those boards don’t get paid. Hertel said that mileage should be paid, but not \$75 per meeting. Hertel stated it was suggested a reduction in county board expenses could be accomplished by cutting the number of committee members serving on a committee and if members ask not to be paid, but he wants to cut all per diem for attending extra meetings. **Motion by Hertel, second by Merano to cut \$11,000 from the FY 2013 County Board budget for per diem expenses that Board members incur to attend as liaison to other boards & organizations’ meetings.** Discussion: Deabenderfer stated his position doesn’t win votes, but he is tired of becoming apologetic for taking money for going to meetings. He believes Board members should be paid for their time unless they choose not to, in which case they shouldn’t voucher for it. He stated he wants and needs the money and should not apologize for getting paid. Helgen stated the County gets paid back \$400 from UCCI when he and Durbin goes and if there is no cost to the County, then Board members should get paid. Merano stated we are here as County Board members, and if a member needs money they receive from the County Board to survive then they shouldn’t be on the Board. Deabenderfer doesn’t want to see the County Board become an elitist group where only the rich can serve on the Board, and stated there is a difference between volunteering and assignment. He stated if he volunteers for something, he doesn’t expect to be paid, but if he’s asked to do it, he should be paid. Merano stated the County Board should cut their budget by more than 5%. Hertel stated he hopes the coal money will be here for us, but if other offices are asked to cut, he doesn’t see why the Board shouldn’t do so also. Miles made it clear that no County employee took a reduction in salary, which this change would require County Board members to do. Chairman Plunkett listed the liaison organizations/committees in discussion, which are as follows: 911 Board, CEFS Board, Health Department Board, Illinois Association of County Officials, Information Steering Committee, Montgomery County Water Board, Senior Citizens Board, United County Council of Illinois, U of I Extension Service, Veterans Assistance Board, West Central Development Council, and Workforce Investment Board. Bone stated IACO is an all-day meeting which requires leaving at 7 a.m. and returning at 5 p.m. so members should continue to get per diem. Durbin agreed with Bone and stated he leaves 6:30 a.m. and gets home around 3 p.m. and believes the Board needs to maintain a liaison to UCCI because of all the information heard there concerning Illinois counties. Kuchar stated she sometimes goes two times a month to the West Central Development Council in Carlinville and should not donate her time to serve there. Hitchings agreed with Kuchar, saying with WCDC there is important networking with other county representatives which helps members to see what is working and what is not. He stated WCDC liaison assignment is very time consuming as they get phone calls and emails and he would hate to see participation drop if members are not paid. Merano stated he is not a rich person, and he would have seconded this motion whether or not he was re-elected. Branum stated members might not attend these extra meetings if they are not paid. **Motion by Hertel, second by Merano to Remove \$11,000 from the FY 2013 County Board Budget for Per Diem Expenses that Board Members Incur to Attend as a Liaison to Other Boards & Organizations Meetings. Roll Call Vote: Ayes - 7, Nays – 11, Present - 1. *Those Voting Aye: Bathurst, Beck, Bishop, Gasparich, Graden, Hertel, Merano. Those Voting Nay: Blankenship, Bone, Deabenderfer, Durbin, Helgen, Hitchings, Kuchar, Miles, Plunkett, Wendel, Williams. Voting Present: Branum. Those Absent: 2 (Komor, Moore).* Motion failed.**

5. **Fiscal Year 2013 Levies -Approval:** Resolutions read by State's Attorney Matoush as follows:
- **Resolution #12-13:** Resolution to Adopt the Fiscal Year 2013 Financial Appropriation Ordinance for **\$21,174,590.00**. Motion by Blankenship, second by Kuchar. **Roll Call Vote:** Ayes - 15, Nays – 4. *Those Voting Aye:* Bathurst, Beck, Bishop, Blankenship, Branum, Deabenderfer, Durbin, Gasparich, Graden, Helgen, Hitchings, Kuchar, Plunkett, Wendel, Williams. *Those Voting Nay:* Bone, Hertel, Merano, Miles. *Those Absent:* 2 (Komor, Moore). Motion carried. (For copies of Resolutions #12-13 through #12-32, see Resolution Book 12, pages 258-278).
 - **Resolution #12-14:** Resolution to pass the General Corporate Fund levy for the current taxable year for **\$806,000.00**. Motion by Blankenship, second by Graden. All in favor, motion carried.
 - **Resolution #12-15:** Resolution to pass the County Health Department levy for **\$398,000.00**. Motion by Blankenship, second by Gasparich. All in favor, motion carried.
 - **Resolution #12-16:** Resolution to pass the Illinois Municipal Retirement Fund levy for **\$882,000.00**. Motion by Blankenship, second by Hitchings. All in favor, motion carried.
 - **Resolution #12-17:** Resolution to pass the Social Security Fund levy for **\$526,900.00**. Motion by Blankenship, second by Miles. All in favor, motion carried.
 - **Resolution #12-18:** Resolution to pass the levy to pay the costs of Insurance Premiums for **\$373,000.00**. Motion by Blankenship, second by Durbin. All in favor, motion carried.
 - **Resolution #12-19:** Resolution to pass the Tuberculosis Care and Treatment Fund levy for **\$90,800.00**. Motion by Blankenship, second by Bathurst. All in favor, motion carried.
 - **Resolution #12-20:** Resolution to pass the County Highway Fund levy for **\$398,000.00**. Motion by Blankenship, second by Branum. All in favor, motion carried.
 - **Resolution #12-21:** Resolution to pass the County Highway Federal Aid Matching Fund levy for **\$199,000.00**. Motion by Blankenship, second by Bone. All in favor, motion carried.
 - **Resolution #12-22:** Resolution to pass the Special Aid to County Bridge Fund levy for **\$199,000.00**. Motion by Blankenship, second by Helgen. All in favor, motion carried.
 - **Resolution #12-23:** Resolution to pass the levy for the Litchfield Special Service Area in the amount of **\$182,500.00**. Motion by Blankenship, second by Kuchar. All in favor, motion carried.
 - **Resolution #12-24:** Resolution to pass the levy for the Hillsboro Special Service Area in the amount of **\$90,000.00**. Motion by Blankenship, second by Merano. All in favor, motion carried.
 - **Resolution #12-25:** Resolution to pass the levy for the Nokomis/Witt Special Service Area in the amount of **\$138,000.00**. Motion by Blankenship, second by Graden. Voice Vote: 18 - Yes, 1 - Present (Gasparich), 0 – No. Motion carried.
 - **Resolution #12-26:** Resolution to pass the levy for the Raymond/Harvel Special Service Area in the amount of **\$51,000.00**. Motion by Blankenship, second by Bishop. All in favor, motion carried.
 - **Resolution #12-27:** Resolution to pass the levy for the Farmersville/Waggoner Special Service Area in the amount of **\$68,000.00**. Motion by Blankenship, second by Beck. All in favor, motion carried.

- **Resolution #12-28:** Resolution to pass the levy for the County Extension Service for **\$154,910.00**. Motion by Blankenship, second by Hitchings. All in favor, motion carried.
 - **Resolution #12-29:** Resolution to pass the levy for Senior Citizen Social Services for **\$80,000.00**. Motion by Blankenship, second by Bathurst. All in favor, motion carried.
 - **Resolution #12-30:** Resolution to pass the levy for Veterans Assistance for **\$79,600.00**. Motion by Blankenship, second by Wendel. All in favor, motion carried.
 - **Resolution #12-31:** Resolution to set Salaries for the following Department Heads: Supervisor of Assessments - **\$53,748.00**, Probation Officer - **\$54,625.00**, and Assistant Probation Officers - **\$156,305.00**. Motion by Blankenship, second by Hitchings. All in favor, motion carried.
 - **Resolution #12-32:** Resolution to Authorize State's Attorneys Appellate Prosecutor and to appropriate the sum of **\$11,000.00**. Motion by Blankenship, second by Miles. All in favor, motion carried. (For copies of Resolutions #12-13 through #12-32, see Resolution Book 12, pages 258-278).
6. **PASSING The Fiscal Year 2013 Budget & Revisions - Approval:** Motion by Blankenship, second by Deabenderfer to Approve the Fiscal Year 2013 Budget & Revisions which Includes all the above mentioned Levies and Appropriations. Voice Vote: 18 – Yes, 1 – No (Bone). Motion carried. Gasparich stated he appreciates all the work on the budget, but the County is spending more than last year and needs to be very careful next year. The 5% cut we made was good, but we still need to watch our spending. Bone responded that the County's largest office's budget did not cut 5% when other offices did, and he has a problem with that.

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

1. **Elections -Update:** Durbin reported that County Clerk Sandy Leitheiser provided members the General Election Unofficial Canvass for the November 6th, 2012 Election. She reported that the Election went smoothly and there were no issues at the polls, and there was over 2,100 early/absentee votes and an overall 67% voter turnout. There were some equipment problems, with three M100 tabulators and one Automark replaced with the spare units that were purchased by the Board this past summer. Durbin stated he was on-site at the Historic Courthouse during early voting and believes there is not enough handicapped parking on the west side of the courthouse, and suggested talking to the City of Hillsboro to see if more handicapped parking can be provided during Early Voting.
2. **Recycling Program and Events -Update:** Durbin reported the Electronics Recycling Drive went well with over 72,000 lbs. (four semi-loads) collected. The County has had five drives since 2009 and have shipped out over 408,000 pounds of electronics, which is 21 semi-loads of equipment. This is the first year that Com2 has started paying us a few cents a pound which comes to over \$3,000. Durbin stated we need to keep up the Electronic Drives, since many people still have electronics to get rid of.
3. **IPRF Workers Compensation Quote -Approval:** Durbin reported that Affiliated Insurance Agencies President Jeff Weis addressed the Committee regarding the Illinois Public Risk Fund. Last year the premium was \$85,549 and a 5% rate increase was recommended. This year the premium is \$84,791, and only three claims have been turned in for a total of \$2,548.86. Weis announced that Montgomery County qualifies for a \$2,400 safety grant with the application due by March 15th, 2013. **Motion by Durbin, second by Bathurst to Approve the IPRF Premium for Workers Compensation in the amount of \$84,791. All in favor, motion carried.**

4. **Property Casualty Insurance Renewal -Approval:** Durbin reported that ICRMT-Illinois Counties Risk Management Trust Broker Paul Hamrock addressed the Committee regarding Property Casualty Insurance, and informed them that the premium is \$214,323 this year. Durbin reported all office holders get a letter from the Treasurer regarding inventory count and stated the importance of tracking the total amount of inventory in all offices. He told of a situation where another county had a fire and lost equipment they weren't aware they had in a shed. **Motion by Durbin, second by Hitchings to Approve the ICRMT Policy Premium Invoice for Property Liability for \$214,323. All in favor, motion carried.**
5. **Animal Control Facility and Program -Update:** Durbin reported the following:
 - **Animal Control Intake Summary:** The pound is almost full.
 - **Rabies Clinic:** At the clinic on October 6th, 76 rabies shots and 30 parvo shots were given.
 - **Municipalities Contracts:** New contracts have been signed and returned by several municipalities. Waiting on nine municipalities to respond.
 - **Free-roaming Cat Room:** Richardson would like to start a fund for a future 8x10 free-roaming cat room instead of caging. She will be talking with PAWS CARE on November 12th about the possibility of a fundraiser by them with monies donated to construct the cat room.
 - **Panic System/Fire Alarm:** Richardson reported that the Panic System from Wareham's was installed at the facility.

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

1. **Raymond Road District, TBP Letting Held on October 24th, 2012 -Update:** Branum reported we are waiting on more information before awarding the bid.
2. **Red Ball Trail Project -Update:** Branum reported corrective action will take place by the contractor.
3. **County MFT Maintenance Resolution -Approval:** Branum reported Engineer Smith estimates about \$1 Million for MFT funding for FY 2013. **Motion by Branum, second by Williams to Approve the County Motor Fuel Tax Maintenance Resolution. All in favor, motion carried.** Chairman Plunkett stated this fund is used to oil and chip roads. (See Resolution Book 12, page 279).
4. **Amended Resolution #2012-13, S. Litchfield B-CA, Crabtree Trail, Replaces Resolution #2012-05 -Approval:** Branum reported the original project estimate cost was \$59,000. There were some additional labor costs. The difference is a 50%/50% cost share with South Litchfield Township. Total Cost \$68,042.48. County's Portion \$34,021.24. **Motion by Branum, second by Kuchar to Approve the Amended Resolution #2012-13, S. Litchfield B-CA, Crabtree Trail, which Replaces Resolution #2012-05. Total Cost \$68,042.48. County's Portion \$34,021.24. All in favor, motion carried. (See Resolution Book 12, pages 280-281).**
5. **Structure 068-3033, Irving North County Bridge -Update:** Branum reported Engineer Smith stated he received a letter from IDOT to close this Bridge on North Irving Road. Hurst-Rosche is working on design plans. IDOT checked out the Engineer report and found timber pilings are worse than they thought. Bridge is closed. Engineer Smith also reported that this Bridge is designed to use Federal funds and had a two year wait to begin the project. Engineer Smith recommends using local funds so it can be replaced next summer.
6. **Sale of Paint Striper Truck -Approval:** Branum reported we received one bid for the Striper Truck. **Motion by Branum, second by Bone to Sell the Paint Striper Truck to the City of Litchfield for \$3,450. All in favor, motion carried.**

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

1. **Job Salary Survey -Update:** Kuchar reported Ron Duncan from the U of I Extension presented the draft of the Job Study Self Evaluation on County positions. Duncan stated that 100% of the employees participated and there was excellent cooperation with employees, department heads and office holders. On the job survey, the employees were asked to rate the physical aspect of their job. During Mr. Duncan's analysis three things were reviewed. 1.) Job Analysis compared to Job Description. 2.) Researched O'Net Database to select closest associated Standard Occupation Code (S.O.C.) and provided a synopsis of tasks, skills, knowledge and abilities of the reported positions. 3.) Extracted and reported salary data on the state and national level for these SOC's as well as data from comparative counties in Illinois. Three counties were selected to compare with Montgomery County, with their selection based on size, demographics and Equalized Assessed Evaluation (EAV). The research found that Montgomery County is well within the boundaries of pay and job demands based upon the aligned position descriptions associated with the O*Net database. A large majority of jobs in the County are no less than 86% of the state average with many well in excess of the median wage rate of the comparative positions surveyed. However, Duncan reported that there are some large ranges of salaries for the same relative positional skill sets based upon the work unit assigned, time in service, and current position title. In some cases, this difference is as much as 110%, which Kuchar said is a big difference. Job descriptions as they currently exist need some attention also, according to Duncan. They are basically accurate but need standardized, consistency and alignment to the physical and environmental conditions on the positions they describe. Mr. Duncan recommends the following: Get Job Descriptions correct and aligned, set Wage Scales for similar skill based positions, centralize Human Resource Services and accountability for salary and ranges to be identified. The final job survey doesn't have to be enacted by November 13th and the budget could be changed later. There is also a need to get salary ranges for the positions. Duncan replied that this was not in the scope of work that was proposed. The committee went into Executive Session to further discuss the Job Study and no action was taken at that time.
2. **Circuit Clerk's Union Local #148 -Update:** A Special Personnel Meeting was on Monday, October 29th at 5:00 p.m. at the PBC Room. The next meeting will be held on Monday, November 26th, 2012.
3. **EXECUTIVE SESSION -Approval:**
 - **Go Into Executive Session:** Motion by Kuchar, second by Graden to Enter Into Executive Session to Discuss Four Union Contracts. All in favor, motion carried. Session starts at 9:48 a.m.
 - **Come Out of Executive Session:** Motion by Kuchar, second by Bone to Come Out of Executive Session. All in favor, motion carried. Session ended at 9:54 a.m.
4. **Sheriff's Dept. Laborers Local #773 Contract -Approval:** Motion by Kuchar, second by Hitchings to Approve the Union Contract with the Sheriff's Laborer's Local #773 Based on the Acceptance from the Union members. All in favor, motion carried.
5. **Labor Local # 397 Three Contracts -Approval:** The Employees in the three new unions have already voted to approve their union contracts.
 - **Motion by Blankenship, second by Miles to Approve the Union Contract with Local #397 for the SOA Office Employees. Voice Vote: Kuchar Abstained. All in favor, Motion carried.**

- **Motion by Blankenship, second by Merano to Approve the Union Contract with Local #397 for the State’s Attorney Office Employees. Voice Vote: Kuchar Abstained. All in favor, Motion carried.**
- **Motion by Blankenship, second by Graden to Approve the Union Contract with Local #397 for the EMA Office Employees. Kuchar Abstained. All in favor, Motion carried.**

Blankenship stated Salaries are still open on these contracts and as soon as the salary study is completed, wages will be finished.

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

ANNOUNCEMENTS: Chairman Plunkett reported the following:

1. **Chairman Plunkett read the Resignation Letter from Board member Terry Bone effective November 30th, 2012. Motion by Hitchings, second by Bathurst to Accept Terry Bone’s Resignation from the County Board Effective November 30th, 2012. All in favor, motion carried.** Bone explained this resignation must begin one day before his term ends due to IMRF procedures. Plunkett stated he will not appoint another board member for one day.
2. **Motion by Merano, second by Hitchings to Accept the Resignation of Eugene Mitchell from the Litchfield Airport Authority Board. All in favor, motion carried.**
3. **Holiday Luncheon will be Wednesday, December 19th from 11:00 a.m. to 1:30 p.m. at St. Paul’s Lutheran Church basement.**
4. **New Photo of Board members will be taken right after the meeting today.**
5. **Board Reorganization Meeting will be Monday, December 3rd, 2012 at 8:30 a.m. to swear in new Board members, draw lots for terms and appoint a new chairman.** County Clerk Leitheiser will lead the lottery for terms. Leitheiser explained a lottery will be held to determine which Districts will start with two year terms and which four year terms, which is the same procedure used for 20+ years.

SCHEDULE CHANGES:

1. **A Special Personnel Meeting with the Circuit Clerks’ Union #148 will be held Monday, November 26th at 5:00 p.m. in the PBC room.**

APPOINTMENTS:

1. **Motion by Williams, second by Beck to Reappoint Greg Weitekamp as Commissioner to the Pitman-Zanesville #2, County Zone #33, Drainage District for a three year term which expires December 31st, 2015. All in favor, motion carried.**
2. **Motion by Deabenderfer, second by Miles to Appoint James Keller of First National Bank in Nokomis, Neil Jordan of First National Bank in Raymond, Randy McFarlin of First Community Bank in Hillsboro, and Justin Holderread of National Bank in Hillsboro to the Revolving Loan Fund Board for a three year term which expires July 2015. All in favor, motion carried.**

Chairman Plunkett recognized the eight members leaving the County Board after the Election and presented them with a wall clock plaque with their name and years of service. Those members are George Blankenship and Terry Bone at 10 years, Bob Durbin at 16 years, Ed Helgen at 20 years, Jarod Hitchings at 4 years, Frank Komor at 12 years, and Scott Merano and Dennis Williams at 2 years. As these Members were individually introduced, among their remarks, they thanked the Board and commended members on the Board's accomplishments, and thanked the community, Chairman Plunkett and Coordinator Daniels. Chairman Plunkett announced he would not seek another term as Chairman. He thanked his employer *The Journal-News* for allowing hours taken from work to do County work, and also thanked his wife and son for the many hours taken from them. Plunkett stated he is looking forward to spending more time with them, and he explained that no matter what position he has on the Board, his passion is to serve and not lead and seeks to follow in the footsteps of other servants in his life including his father, Martin Luther and Jesus Christ. He stated during an Election there is focus on differences, but afterward the Election is over, the focus should be on common issues. Everyone has chosen to live in Montgomery County and we have that in common and should work together to hash things out and then move on for the love of Montgomery County. Plunkett wished the next Chairman of the Board much success and said he appreciated the opportunities he has had.

Chairman Plunkett acknowledged some of the new Board members who were either in the audience presently or earlier, including Bob Sneed, Glenn Savage, Jay Martin and Heather Hampton+Knodle.

PAY BILLS:

- 1. Motion by Merano, second by Hitchings to pay all approved bills. All in favor, motion carried.** For itemized listing of bills paid, refer to Accounts Payable Book for FY 2012.

ADJOURN: Until the Board Reorganization Meeting on Monday, December 3rd, 2012 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Blankenship, second by Merano to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 10:16 a.m.

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