

# Montgomery County Board

## Minutes

For Tuesday, October 8<sup>th</sup>, 2013 – 8:30 AM

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The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, October 8<sup>th</sup>, 2013 in the County Board Room, 2<sup>nd</sup> floor of the Historic Courthouse, Hillsboro, Illinois.

**The meeting was called to order by County Board Chairman Roy Hertel at 8:30 AM.**

**Roll call was taken. 21 members present, 0 members absent.**

**Members Present:** Mary Bathurst, Connie Beck, Megan Beeler, Nikki Bishop, Bonnie Branum, Ronald Deabenderfer, Joe Gasparich, Chuck Graden, Heather Hampton+Knodle, Roy Hertel, Sharon Kuchar, Jay Martin, Gene Miles, Jim Moore, Mike Plunkett, Earlene Robinson, David Ronen, Glenn Savage, Bob Sneed, Mike Webb, Richard Wendel.

**Members Absent:** None

**Pledge of Allegiance to the flag was led by Mary Bathurst.**

**Mileage and Per Diem Approval:** Motion by Graden, second by Wendel to approve the mileage and per diem. All in favor, motion carried.

**Approval of Minutes of Previous County Board Meeting:**

**Motion by Bathurst, second by Bishop** to approve the Minutes of the Previous County Board Meeting held on Tuesday, September 10<sup>th</sup>, 2013. 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** – Mary Purcell was present for questions.
- 6. Health Department Report** – Hugh Satterlee was present for questions. Chairman Hertel thanked Satterlee for providing flu shots for employees today in the Historic Courthouse until 10:00 a.m. and tomorrow at the Courts Complex from 1:00 p.m. – 3:00 p.m.
- 7. Probation Officer's Report** – was submitted.
- 8. Public Defender's Report** – was submitted.
- 9. Sheriff's Report** – was submitted.
- 10. T.B. Department Report** – Sally Adams was present for questions.
- 11. V.A.C. Report** – Dave Strowmatt was present for questions.

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

**LIAISON REPORTS: 911 Board** - Chairman Hertel reported that a new member will be appointed at the end of this meeting. – Chairman Hertel reported that members Plunkett, Branum and himself attended the CEFS/CIPT lunch meeting at the U of I Extension regarding transportation. Robinson reported that CEFS/CIPT is working on new transportation routes in Montgomery County and she will know more information next week. Chairman Hertel reported that at the meeting CIPT would like to start a B-Line Route in Hillsboro and Litchfield in November which would be a regular route and other stops would feed into that route. He stated they are proposing this to bring up ridership. Hertel asked Robinson to invite CEFS to November Full Board meeting. **CIEDA** – Hampton+Knodle reported on an October meeting for project review. **IL Assoc. of Co. Board Officials** – Plunkett and Kuchar reported the next meeting will be held in November in Chicago. **MCEDC** – Ronen reported that the next meeting will be held on Tuesday, November 19<sup>th</sup> at 4:30 p.m. and that MCEDC should have a grant writer in place by November. **MCWC** – Branum had

nothing to report. **Planning Commission** – Beeler reported the next meeting will be held on Thursday, November 14<sup>th</sup> at 5:30 p.m. One of the topics discussed was the need to identify high risk traffic areas and the Commission will be discussing economic development and comprehensive plan goals at their next meeting. **UCCI** – Miles informed members of the UCCI dinner which will be held at Abraham Lincoln Museum in Springfield on October 18 with RSVP's due today. **Senior Citizens Board** –Bishop invited Board members to a Senior Citizens Soup & Chili fundraiser on Sunday, October 20<sup>th</sup> at the Senior Center in Taylor Springs. **U of I** – Graden reported the October 10<sup>th</sup> meeting will be in Hillsboro. **VAC** –Sneed reported VAC Superintendent Strowmatt hired a new clerk recently. **WCDC** – Wendel reported no meetings. **Health Department** – Martin reported that the next meeting will be held next week. Hertel recognized Litchfield Administrator Tonya Flannery who was in attendance.

#### **COMMITTEE REPORTS:**

#### **COORDINATING COMMITTEE REPORT:**

#### **COORDINATING COMMITTEE: Given by Chairman Roy Hertel as follows:**

1. **CEFS Central Illinois Public Transit Monthly Progress Report -Update:** Chairman Hertel stated that the report was included in Board packets.
2. **Breast Cancer Awareness Month:** Chairman Hertel reported that he missed attending the recent county employee group picture published in a local newspaper where employees wore Breast Cancer Awareness Month T-shirts, and stated that the County Clerk's office can provide information to any Board members or other County employees who wish to participate and purchase the Breast Cancer Awareness Month T-shirts. Those employees who purchased t-shirts are wearing them each Friday in the month of October. County Clerk Leitheiser thanked all County Officeholders and employees for participating in this Awareness Month project.

#### **ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Gene Miles as follows:**

1. **Red Ball Trail –Update:** Miles reported a letter from the State's Attorney's office was recently sent to Moniger Construction regarding the problems with the Red Ball Trail and there has not been any response from them to date. He stated they need to respond within 10 days.
2. **Irving North Bridge Letting -Update:** Miles reported that the County Highway forces have ripped out the old Irving North Bridge. The Irving Bridge letting was held on Monday October 7<sup>th</sup> at 9:00 a.m. and Yamnitz & Associates was awarded the bid for \$43,804.97. Miles stated there were three bidders providing materials, which will total \$105,869.60. Miles stated no motion is needed as Board permission for the Road & Bridge Committee to approve the winning bid was given during the Full Board meeting on September 10<sup>th</sup>, 2013.
  - **Kinney Contractors - \$52,900.30**
  - **Plocher Construction - \$65,000.00**
  - **RCS - \$60,500.30**
  - **Yamnitz & Associates - \$43,804.97**
3. **West of Farmersville Guardrail –Update:** Miles reported the committee discussed removing the guardrail as it is more of a hazard than a benefit. Engineer Smith said he would like to get the guardrail removed by winter, and the committee approved to remove the guardrail as time permits. Miles stated the removal of guardrails will help farmers in moving equipment during harvest.
4. **Striping Seal coated Roads -Update:** Miles reported next year we are going to stripe a few sections of county roads to see how long the striping will last.
5. **2014 Meeting Dates -Approval:** Miles reported the committee reviewed and accepted the list of the 2014 Road & Bridge Committee Dates. **Motion by Miles, second by Branum to approve the 2014 Road & Bridge Committee Dates. All in favor, motion carried.**
6. **Road Damages Policy -Update:** Miles reported the North Road was damaged by a farmer's disc equipment and the County doesn't have a procedure in place to pursue funds to recoup the replacement costs. Committee members discussed developing a road damage policy, and Miles stated that if there is a police report, then we can bill the insurance. Assistant State's Attorney Wilson will research this

subject. Deabenderfer asked if there is a policy in place if farmers plow to close to the roadway. Miles stated he doesn't see this as a problem because most roadways have ditch areas. Engineer Smith stated he sees this occur more on township roads than county roads, and Deabenderfer stated the County often sets precedence for townships.

7. **Other Business:** Miles reported the committee decided to postpone the County Board tour of the Highway Department from after the October full board meeting to after the November full board meeting so that Highway Department forces can focus on the completion of the Irving Bridge Project.

**PERSONNEL COMMITTEE REPORT: Given by Chairman Mary Bathurst:**

1. **U of I Job Study -Update:** Bathurst reported we are waiting on more information from Job Study representative Duncan. Duncan submitted ADA requirement statements to be included in the County job descriptions and recommends that all departments follow a consistent format for the job descriptions. A lengthy discussion took place at committee on the revisions needed to the Job Summary documents to reflect the 35 hour week versus the 40 hour work week annual salary. Duncan stated that he can add a line for the positions that are a 35 hour work week. Kuchar asked about the outstanding balance the County owes the U of I Extension for Mr. Duncan's work on the Job Study. County Board Administrator Chris Daniels replied to date we have paid \$4,753 on the Job Study and his new invoice of \$18,246 has not been paid yet.
2. **Customer Service Training -Update:** Bathurst reported that Customer Service Trainings for County Employees are set up for October 22<sup>nd</sup> and October 30<sup>th</sup>. U of I Extension presenter Chris Casey emailed the itinerary for both days' sessions which was forwarded to all the offices in a memo stating that there are still open spots for the training opportunity. Twenty-three employees have signed up to date.
3. **SOA/EMA/State's Attorney - Union Local #397 -Update:** Mediation took place on Thursday, September 12, 2013. The Final wage offered was accepted and will be submitted to the full board for approval. Assistant State's Attorney Wilson reported that the Unfair Labor Practice complaint against the County was withdrawn and the County in turn withdrew our ULP complaint.
4. **Circuit Clerk's - Union Local #148 -Update:** A tentative agreement was reached from the Mediation meeting that was held on Tuesday, September 17<sup>th</sup>, 2013. The Union met and approved the final proposal.
5. **FOP Union Negotiations -Update:** A meeting was held on Monday, October 7<sup>th</sup> at 5:30 p.m. with committee and 6:00 p.m. with the union, and proposals were exchanged. Bathurst reported the meeting went well and they will meet again on Thursday, October 24<sup>th</sup> at 5:30 p.m.
6. **Union Negotiations with Recycling Local 773 -Update:** Bathurst reported proposals have been submitted, and we will meet on Thursday, October 17<sup>th</sup> at 5:30 p.m.
7. **Personnel Committee Priority List -Update:** Committee discussed the priority items such as Union Contracts, Job Salary Survey, Wellness Program and Personnel Manual. Bathurst reported the Personnel Manual defined Exempt Employees in 2008, and certain exempt employees worked either a 35 hour week or a 40 hour week. Bathurst stated we need to clarify exempt employees and the minimum number of hours to work each week, and said the Committee will look at revising the Personnel Manual.
8. **Worker Wellness Program Committee -Update:** Bathurst reported that the Personnel Committee is looking to motivate employees to live a healthy lifestyle, and the County's insurance currently pays \$1,000 per participating employee for wellness benefits. Hillsboro Hospital representatives Jessica Chappellear and Rex Brown have been invited to the next Personnel Committee meeting on Thursday, October 31<sup>st</sup> at 4:00 p.m. to explain what employer options Fusion can present and feedback on how the hospital has saved insurance costs since offering the Fusion Fitness Center benefit to their employees. The committee would like to see if this will help our lower our insurance rates and decrease health insurance costs.
9. **Closed Session for Union Contracts -Approval:** Took place at end of meeting.

**H.W.E. COMMITTEE REPORT: Given by Chairman Connie Beck as follows:**

1. **Elections -Update:** Beck reported that County Clerk Leitheiser stated that the new Early Voting room in the basement of the Historic Courthouse is in the finishing stages of renovation and progressing nicely. Leitheiser is also working to obtain a \$2,000 State Board of Elections ADA grant to use towards doors and signage for the Early Voting room.
2. **Recycling Program and Events:**
  - **Electronics recycling drive -Update:** Beck reported that the Drive will be held on October 10<sup>th</sup> from 12:00 p.m. - 5:00 p.m. and on October 11<sup>th</sup> from 8:00 a.m. – 3:00 p.m. Promotional Information about the Drive will be on WSMI on October 9<sup>th</sup> and many fliers have been distributed as well.
3. **Animal Control Facility and Program -Update:** Beck reported the following:
  - Animal Control Intake Summary: The intake of animals has been up this year compared to this time last year. There were 23 animals adopted and 24 that went to rescue in August in the Quad cities.
  - Mobile Adoptions: There was one recent event at TSC and another recent event at Rural King. There were 11 cats and kittens adopted from the mobile adoption events.
  - Rabies Clinic: Richardson will try to schedule a rabies clinic and a microchip clinic in Waggoner for the northern residents.
  - Ordinance changes will be presented to the committee next month, and fee amounts will need to be changed.
  - Fire Alarms: Wareham's had to replace two sensors at the Animal Control facility, as the power washers were setting off the alarms. After the sensor replacement, alarm will not sound unless the temperature exceeds 130 degrees.
  - Kuchar asked about the \$200 donation to the Animal Control facility that was recently refunded to PAWS, and Beck replied it was returned because the County didn't need the money for the free-roaming cat room, which was completed under budget. Kuchar also asked about a payment made in August to Friends of Animal Control volunteer Claire Eskew, and Beck stated she was paid for cards made to promote the Animal Control facility's Old Settler's outreach efforts.
4. **Animal Control Vehicle Bid -Update:** Beck reported that a partial payment of \$50,000 has been given to the County's Animal Control facility from the Vanek estate. Chairman Hertel checked with Assistant State's Attorney Wilson who said it is acceptable to purchase a new Animal Control Vehicle and a few other items this year from the coal fund and then reimburse the coal fund from the estate funds as they are received in next year's budget. The advertisement for bids for an Animal Control Vehicle went out to the newspapers this week and will be opened at the November HWE meeting. Other purchases needed include cages and a generator. Ronen reported that CMS Federal Surplus has many free generators, although the voltage would need to be correct before purchased.
5. **ICRMT Agent -Approval:** Beck introduced Scheller Insurance representative Tom Franzen, who was present at the Full Board meeting and stated he was available afterward the meeting for questions. He has been an ICRMT Agent since 2002 and currently represents the municipalities of Mt. Olive and Litchfield. Paul Hamrock was the County Illinois County Risk Management Trust Agent for many years and recently passed away, so the County now needs another ICRMT agent. **Motion by Beck, second by Savage to employ Tom Franzen as the County ICRMT Agent for the Remainder of 2013 and through November 30<sup>th</sup>, 2014. All in favor, motion carried. (See Resolution Book 13, page 210).**

**FINANCE COMMITTEE REPORT: Given by Chairman Joe Gasparich as follows:**

1. **GIS Work Group Report -Update:** Member Beeler is currently gathering more information so the GIS work group committee can meet again. Beeler stated they have several prices for new flyovers and different options to pay for it over a few years.

2. **Convey Deed of Private Property of Parcel #16-01-251-010 in the City of Hillsboro -Approval:** Gasparich reported that the Coffeen parcel whose owner wanted to deed to the county has instead been deeded to the City of Coffeen, which leaves a Hillsboro township parcel with a similar request needing County action. This parcel is not located in the Hillsboro City limits, and the City of Hillsboro is not interested in the parcel. The County does not want the property, but Hillsboro Community School District #3 is interested in the property for a building trades project. The County could obtain the deed to the property and then immediately deed it over to the Hillsboro School District. The school district is not allowed to receive this property directly from the company so the county would need to be the conveying agent. Assistant State's Attorney Wilson is working with the realtor to view the property before the County takes possession, and Gasparich stated that the property can be inspected next week. EPA Inspector Gonet was asked to check the property for environmental issues and found none on the outside premises. Wells Fargo is the current owner of the property, and has just put a new roof on the house and is in the process of de-molding it. The Finance Committee approved to accept parcel ID 16-01-251-010 if everything checks out with the property, and then deed it to the Hillsboro School District #3. Assistant State's Attorney Wilson will prepare the documents, and Wells Fargo representatives are doing the title work. Hampton+Knodle asked if we could wait on the approval and Chairman Hertel explained the process needs to be done quickly per Wells Fargo's request and that we do not have to take the property if there are problems after the inspection is completed. Beeler asked if this would set a precedent should the county get future requests to give property to schools. Hertel deferred to former Chairman and County Board Member Plunkett, who had experience with similar deed transfers. Plunkett replied that this is a good precedent and the County has done this in the past with a few properties deeded to the Litchfield School District, and these properties were eventually returned to the tax rolls. Member Graden stated that he would like to see parcels in Ohlman be transferred to the Nokomis School District, and was glad to know this could be an option. **Motion by Gasparich, second by Hampton+Knodle to accept parcel ID 16-01-251-010 contingent upon successful inspection, and then deed it over to the Hillsboro School District #3. All in favor, motion carried.**
3. **Estimate Tax Levy -Update:** Gasparich said that the committee discussed proceeding to adopt the budget in November, with today's October meeting to be recessed and the levies read at the November meeting. The approval to accept the levy will be done this month.
4. **Adopt FY 2014 Aggregate Levy -Approval:** Gasparich stated that FY 2014 Aggregate Levy is in the amount of \$4,918,382 which represents a 4.9979% increase. The estimate levy was approved at the August board meeting. Gasparich stated that during the Budget Hearings, the office holders came back this year and kept the budget down. He stated we won't balance the budget this year, but are making steps in the right direction. **Motion by Gasparich, second by Beck to Approve the FY 2014 Aggregate Levy in the amount of \$4,918,382 which is a 4.9979% increase over last year's levy. All in favor, motion carried. (See Resolution Book 13, page 211).**
5. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report -Update:** Board members were given the coal revenue reports for receipts through August 2013. The county received \$171,992.35 last week which represents 392,981 tons of coal that sold in August. Chairman Hertel referred Board members to an article about West Virginia coal money that has been spent and the need for set-aside funds that were not retained. Hertel wants to take a percentage of our coal funds to place in a special rainy day fund and will ask Assistant State's Attorney Wilson to research this idea further. Gasparich stated it will be up to the Board if we want to set aside a certain portion of coal funds each month.
6. **FY2014 Budget Requested Changes to the FY 2014 Draft Budget Report-Update:** Gasparich referred members to the summary statement showing the FY 2014 Budget changes/requests for review. Treasurer Jenkins stated that an increase of \$63,000 is due to recent union negotiations and two small minor items.
7. **County Trustee Activity Report -Update:** The committee reviewed the monthly County Trustee Activity Report that included three buyers and involved eight parcels totaling \$10,202.

8. **Resolutions 10-13-001, 10-13-002, 10-13-003, 10-13-004 to Convey Deeds to Sarver Chamberlain Inc. Parcel ID's #10-32-458-005, 10-32-458-006, 10-32-458-007, 10-32-458-008 -Approval:** Need to convey the deeds to three buyers for eight parcels that were sold by the County Trustee.
- Motion by Gasparich, second by Plunkett to Approve Resolution 10-13-001 to Convey Deed to Sarver Chamberlain Inc. Parcel ID's #10-32-458-005. All in favor, motion carried.
  - Motion by Gasparich, second by Bishop to Approve Resolution 10-13-002 to Convey Deed to Sarver Chamberlain Inc. Parcel ID's #10-32-458-006. All in favor, motion carried.
  - Motion by Gasparich, second by Webb to Approve Resolution 10-13-003 to Convey Deed to Sarver Chamberlain Inc. Parcel ID's #10-32-458-007. All in favor, motion carried.
  - Motion by Gasparich, second by Ronen to Approve Resolution 10-13-004 to Convey Deed to Sarver Chamberlain Inc. Parcel ID's #10-32-458-008. All in favor, motion carried. (For copies, see Resolution Book 13, pages 212-215).
9. **Resolutions 10-13-005 & 10-13-006 to Convey Deeds to David Hollo Parcel ID's #10-33-310-001 & #10-33-339-004 -Approval:**
- Motion by Gasparich, second by Beck to Approve Resolution 10-13-005 to convey Deed to David Hollo Parcel ID's #10-33-310-001. All in favor, motion carried.
  - Motion by Gasparich, second by Branum to Approve Resolution 10-13-006 to convey Deed to David Hollo Parcel ID's #10-33-339-004. All in favor, motion carried.
10. **Resolutions 10-13-007 & 10-13-008 to Convey Deeds to Jim Lohman Parcel ID's #16-11-251-001,002 & 16-11-252-003,018 -Approval:**
- Motion by Gasparich, second by Hampton+Knodle to Approve Resolution 10-13-007 to convey Deed to Jim Lohman Parcel ID's #16-11-251-001,002. All in favor, motion carried.
  - Motion by Gasparich, second by Miles to Approve Resolution 10-13-008 to convey Deed to Jim Lohman Parcel ID's #16-11-252-003,018. All in favor, motion carried. (For copies, see Resolution Book 13, pages 216-219).
11. **Finance Committee Priority List -Update:** Gasparich reported the committee is working on the Priority List and will discuss more next meeting and will talk to the Board about putting some coal money aside for the future for situations beyond our control.

**E.M.A./AMBULANCE COMMITTEE REPORT:** Given by Chairman Glenn Savage as follows:  
**Ambulance Call Reports:**

A summary of monthly operations for **August 2013** is as follows:

**Total calls: 318 Total amount billed: \$178,637.40 Amount collected: \$106,311.65**

A summary of monthly operations for **September 2013** is as follows:

**Total calls: 295 Total amount billed: \$174,357.40 Amount collected: \$72,836.45**

**Ambulance Report:**

1. **Collections -Update:** September \$72,836.45 (Old system \$71.00 New system \$72,765.45)
2. **Meeting with Deer Run Mine -Update:** Savage reported on a meeting the EMA Committee had with Deer Run Mine representatives on September 23<sup>rd</sup>, 2013 regarding the Refuse Facility #2 which will be a coal slurry impoundment facility. Savage said that this facility is very tightly regulated. There are procedures and protocol in the mine's Emergency Plan that would take effect if there was an emergency with Refuse Facility #2, which will contain settled slurry with some water. Savage stated that no waterways empty into or leave the impoundment. Hertel also confirmed that his understanding is that the impoundments will not be full of water, and the only water anticipated within the impoundment is what they will pump in and if it rains. The facility is designed to withstand two occurrences of 29 inches of rain in a 24 hour period back to back and also to withstand earthquakes and subsidence. Webb stated the facility must be inspected by qualified inspectors on a regular basis as well as weekly by mine staff, which includes the Federal Government, who inspects it one to two times per quarter and the Illinois Department of Natural Resources inspectors, who check it monthly.

3. **IEMA Conference -Update:** Savage reported the Holmes attended the IEMA Conference on September 3<sup>rd</sup> – 6<sup>th</sup> and the committee reviewed several suggestions she received from that conference.
4. **Code Red Call System -Update:** Savage reported that the Code Red call system should be operational in the next few weeks and will work with Telecommunications Device for the Deaf (TDD) across landlines. A public press release will be forthcoming about the Code Red call systems' benefits, and Crime Stoppers has paid for the first year of the service in the amount of about \$7,300. Deabenderfer asked if Code Red will eventually replace municipality warning sirens, and Savage confirmed that the Code Red system will not replace outside siren warnings, which will still be needed for outdoor warnings.
5. **Table Top Exercise -Update:** Savage stated this exercise is scheduled with the Health Department on Monday, October 21<sup>st</sup> at 6:30PM, with a meal served at 6:30PM and the exercise starting at 7:00 PM at the Free Methodist Church Hillsboro.

**ECONOMIC DEVELOPMENT COMMITTEE REPORT:** Given by Chairman Heather Hampton+Knodle as follows:

1. **MCEDC -Update:** Hampton+Knodle reported that the next MCEDC meeting is scheduled for Tuesday, November 19<sup>th</sup> at 4:30 p.m. in the Conference Room of the Historic Courthouse. The MCEDC Board is meeting next week to discuss a few applicants for a grant writer position. Hampton+Knodle reported that Executive Director Lindsay Wagahoff has been busy meeting with municipal officials and attending town board meetings.
2. **Revolving Loan Report -Update:** Hampton+Knodle reported the Revolving Loan Fund (RLF) Board met October 1<sup>st</sup> and reviewed an application. If the application is accepted by the RLF board, it will go to the County Board for approval. There is approximately a \$175,500 balance in the RLF. One RLF loan is in bankruptcy and Executive Director Wagahoff is looking at ways that we might be able to recoup some of that money. The RLF reports were revised by Wagahoff and now report the maturity dates of the three outstanding loans. There are a few new RLF board members and they have identified some issues with the RLF policy and procedures which may need to be revised. The Committee discussed who would be responsible for working on updating the policy and procedures, and members shared they would like for the RLF board to review and make recommendations for the RLF policy and procedures.
3. **Incentive Package Development -Update:** Hampton+Knodle reported working with the MCEDC to put together a package of tax incentives which can be used by Executive Director Wagahoff as a template when talking with businesses. Once this incentive package is completed, it will be presented to the Economic Development Committee and the County Board for their approval. A new business would fill out a Business Profile Sheet to provide information about their project, which would then be reviewed and assessed points so that incentives could be offered based on their criteria. This process would give Wagahoff a template to use for incentives to offer without going to the full board each time she has a business project to present. Ideas for what the Incentive Package should include will be compiled for the Committee to review at their next meeting.
4. **Enterprise Zone Mayors Meeting -Update:** Hampton+Knodle reported that the Enterprise Zone Mayors meeting was held on Wednesday, October 2<sup>nd</sup> at 6:00 p.m. in the County Board room. A summary of the EZ project activity was presented and Mayor's welcome packets were distributed. The Mayors also heard from representatives from CEFS on their Public Transit B-line, West Central Development Council Director Mike Sherer and the MCEDC Director Lindsay Wagahoff. Mayors received information on the Code Red Emergency Notification System that will be implemented soon, and the County's Hazardous Mitigation Plan. Beeler gave the Mayors an update on the County's Comprehensive Plan and the Planning Commission's recent activities.
5. **Mineral Trust Fund -Update:** Hampton+Knodle would like to discuss starting a Mineral Trust Fund for future Economic Development, Public Safety, and Infrastructure projects and asked committee members to bring ideas to share at a future meeting. She stated we will look at coal revenues and how we can leverage these funds to capture economic development and community-related opportunities.

6. **Central Illinois Economic Development Authority -Update:** Hampton+Knodle reported there is a possible project from CIEDA, and more details will be forthcoming.
7. **Workforce Investment Board -Update:** Hampton+Knodle stated she met with WCDC Director Mike Sherer and WIB Board member Jeff Howell recently, and said Howell has many good ideas about workforce development and training possibilities. Chairman Hertel stated he attended the West Central Development Council and WIB board policy board meeting on September 26<sup>th</sup>, where they discussed raises, benefits, and time off benefits for the Workforce Development Council Employees.
8. **Planning Commission Recommendations -Update:** Hampton+Knodle reported that the next meeting will be held on Thursday, November 14<sup>th</sup> at 5:30 p.m. at the Annex Building Conference room, and that there are some written recommendations to keep the Plan current every year. The Commission is looking at the County Structural Permit Notification form, as well as working on a list that will identify high accident activity on County Roads. County Board Member Beeler is the point of contact for anyone who has locations they would like to share where accidents frequently occur on County roads.
9. **Economic Development Committee Priority List -Update:** Heather Hampton+Knodle stated she compiled a priority list that the committee has reviewed, and members will add to the list as needed.
10. **Reschedule Regular Economic Development Committee for November -Update:** Reschedule from November 6<sup>th</sup> to Tuesday, **October 29<sup>th</sup>, 2013** at 7:00 pm.

**BUILDING & GROUNDS COMMITTEE REPORT:** Given by Chairman Bob Sneed as follows:

1. **Striping of New Courthouse Parking Lot – ADA issues -Update:** Sneed reported the committee reviewed some ADA documentation sent by Circuit Clerk Lemons that addressed a few issues at the Courthouse Complex. The counters in the State’s Attorney’s and Probation Offices need to be lowered; a few door closures need to be adjusted and the south parking lot south of the Courthouse Complex needs to be re-striped and will be done in-house.
2. **HVAC at Courts Complex -Approval:** Sneed reported that the Pre-bid meeting with Hurst-Rosche was held on September 24<sup>th</sup>, with a good turnout of eight contractors interested in bidding on the project. The bids were opened on Thursday, October 3<sup>rd</sup>, 2013 at 2:00 pm, with Henson Robinson Company’s bid being the lowest at \$191,987. Sneed reported that Hurst-Rosche Engineer Dale Cover worked with Henson Robinson Company representatives to make sure their bid was good. Chairman Hertel recognized two representatives from Hurst-Rosche who were in attendance at the meeting, including their new president James Roth, and encouraged them to apply for grants to help pay for the new HVAC system. **Motion by Sneed, second by Wendel to approve the apparent low bid from Henson Robinson Company in the amount of \$191,987 for the HVAC at the Courts Complex. All in favor, motion carried.**
3. **Maintenance Issues and Report:**
  - **Generator leak:** Sneed reported that the diesel fuel tank on the generator is leaking, and the County received a quote from CK Power in the amount of \$6,875 to replace the sub base fuel tank. Sneed stated we might be able to save money if we don’t need their crane. **Motion by Sneed, second by Miles to approve the quote from CK Power for an amount not to exceed \$6,875 to replace the fuel tank on the generator. All in favor, motion carried.**
4. **Remodel Basement Office for Early Voting -Update:** Sneed reported that the new walls and doors are now installed for the Early Voting room. The area has been painted and is close to completion. Signage for ADA and Early Voting will be placed on the outside of the building to direct voters to the new area.
5. **Building & Grounds Committee Priority List -Update:** Sneed reported that the committee reviewed a list of items for future discussion. Sneed stated the committee discussed sealing the brick on the Historic Courthouse and the Sheriff has also informed them that the female population is increasing in the Jail and the cells will need to be expanded. Hertel stated the Jail was originally built to add a wing. The Jail can hold 6-8 females and we had 11 females last week. Gasparich asked if the Board should

consider pursuing an architectural study, and Sneed said we are not at that point yet. Hertel said the plans are still there, and it was good that they built the jail to expand. Ronen asked if we can make the cells smaller and Hertel stated he didn't think this was possible. Hertel informed members that the Jail recently had an excellent inspection and meets State of Illinois standards. Plunkett reminded the Board that the Jail roof also needs to be replaced in 2-3 years. Hampton+Knodle asked if the Public Building Commission (PBC) could help fund these projects and Gasparich wondered if bonds were issued if the County would have to go through the Public Building Commission. Deabenderfer reported the Commission is still in existence and stated he understood that once the County disbands it, the PBC can not be created again.

6. **Surplus Property -Update:** Sneed reported a list of surplus items has been compiled and photos have been taken to offer to County Offices next week. If there is any surplus property left, a silent auction will be held at a later date.

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

**ANNOUNCEMENTS:**

1. Chairman Hertel informed members that a thank-you card was received from Faye Hamrock for our donation to the Witt Lions Club in memory of former County Board Chairman and IMRF Agent Paul Hamrock.
2. Hertel informed members that a Tour of the Montgomery County Highway Department will be held after the November 12<sup>th</sup> Full Board meeting.

**SCHEDULE CHANGES:** Chairman Hertel announced the following:

1. Regular Economic Development Committee meeting on November 6<sup>th</sup> has been changed to Tuesday, October 29<sup>th</sup>
2. Special Personnel Committee meeting with Recycling Union Local #397 is Thursday, October 17<sup>th</sup> at 5:30 p.m. with committee and 6:00 p.m. with union.
3. Special Personnel Committee meeting with FOP Union is Thursday, October 24<sup>th</sup> at 5:30 p.m. with committee and 6:00 p.m. with union.

**APPOINTMENTS:**

1. Motion by Beeler, second by Webb to Reappoint Mark Meisner to the Pitman-Zanesville #2, County Zone #33, Drainage District for a three year term which expires December 31, 2016. All in favor, motion carried.
2. Motion by Beck, second by Webb to Reappoint Gregory Weitekamp to the Zanesville #3, County Zone #15, Drainage District for a three year term which expires December 31, 2016. All in favor, motion carried.
3. Motion by Gasparich, second by Branum to Appoint Darrin Beckman of Fillmore to the Emergency Telephone System Board for a term to begin immediately and expire November 30<sup>th</sup>, 2014. All in favor, motion carried.

**PUBLIC COMMENTS:** Bill Schroeder was in attendance and commended the County Board members' awareness of the need for better hearing ability in the County Board room during meetings.

**PAY BILLS:**

1. **Approval to Pay Any Invoices to Adams, PC or Books & Moore and to A&D Electrical Supply:** Motion by Plunkett, second by Martin to pay any invoices for Adams, PC or Books & Moore and to A&D Electrical Supply. Voice Vote: In favor – 19, Against – 0, Absent – 0, Abstain -2 (Moore), (Ronen). Motion carried.

2. Motion by Webb, second by Gasparich to pay all other approved bills, including 2 bills that did not go through Finance Committee approval- to Mailing Methods for mailing delinquent tax notices for \$6,498.22 and Union Mediator David Loebach for \$1,655.25. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2013.

**Update/Approval Executive Session to Discuss Union Contracts:**

- Motion by Bathurst, second by Martin to Enter into Executive Session. All in favor, motion carried. Time: 10:08 a.m.
- Motion by Martin, second by Moore to Come Out of Executive Session. All in favor, motion carried. Time: 10:27 a.m.
- Motion by Bathurst, second by Martin to approve the Collective Bargaining Agreement with Local 148 – Circuit Clerk’s Union. All in favor, motion carried.
- Motion by Bathurst, second by Robinson to approve the wages with Local 397 – SOA, State’s Attorney and EMA Offices. All in favor, motion carried.

**RECESS:** Until the Full Board Meeting on Tuesday, November 12<sup>th</sup>, 2013 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Branum, second by Bishop to recess the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 10:29 a.m. Minutes respectfully submitted and recorded by Montgomery County Clerk and Recorder Sandy Leitheiser.