

Montgomery County Board

Minutes

For Tuesday, December 8th, 2015 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, December 8th, 2015 in the County Board Room, 2nd 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 - 20 members present, 1 member absent.

Members Present: Mary Bathurst, Connie Beck, Megan Beeler, Bill Bergen, Ronald Deabenderfer, Joe Gasparich, Chuck Graden, Heather Hampton+Knodle, Roy Hertel, Tim Hopper, Jay Martin, Gene Miles, Jim Moore, Mike Plunkett, Earlene Robinson, Glenn Savage, Bob Sneed, Mike Webb, Richard Wendel, Evan Young

Members Absent: Nikki Bishop

Pledge of Allegiance to the flag was led by County Board member Mike Webb.

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

Approval of Minutes of Previous County Board Meeting:

Motion by Robinson and second by Sneed to approve the Minutes of the Previous County Board Meeting held on Tuesday, November 10th, 2015. **All in favor, motion carried.**

CONSENT AGENDA:

- 1. Animal Control Report ----** Amanda Daniels – report was submitted.
- 2. Circuit Clerk’s Report ----** Holly Lemons was present for questions. Lemons reported that she and the State’s Attorney’s Office worked together to turn over many delinquent traffic and DUI cases to the State Comptroller’s Office for their collection program from offenders’ state tax refund checks. Lemons stated that they plan to send delinquent misdemeanor and felony cases to the State Comptroller’s Office as well.
- 3. County Clerk and Recorder’s Report ----** Sandy Leitheiser was present for questions.
- 4. Health Department Report ----** Hugh Satterlee was present for questions.
- 5. Highway Department Report ---** Kevin Smith - report was submitted.
- 6. Probation Office Report ----** Banee Ulrici – report was submitted.
- 7. Public Defender’s Report ----** Erin Mattson – report was submitted.
- 8. Recycling Report ----** Ben Bishop – report was submitted.
- 9. Sheriff’s Report ----** Jim Vazzi - report was submitted.
- 10. SOA Report ----** Ray Durston - report was submitted.
- 11. T.B. Department Report –** Becky Durbin was present for questions.
- 12. Treasurer’s Report ----** Ron Jenkins – report was submitted.
- 13. V.A.C. Report ----** Dave Strowmatt was present for questions and he reported that continuing benefits for Veterans and their families amounted to \$151,174 in the fourth quarter and to date, over \$2.5 million has been collected over the years for Veterans in our area. Chairman Hertel expressed his congratulations to Montgomery County resident and retiring General Willie Cobetto and thanked him for his service.

APPROVAL OF 13 ITEMS ON THE CONSENT AGENDA: **Motion by Webb and second by Graden** to approve the 13 items on the Consent Agenda. **All in favor, motion carried.**

LIAISON REPORTS:

- **911 Board** – Webb stated that the 911 Board has not met recently.
- **CEFS Board** - Robinson stated that the Golden Circle organization had three anonymous donors to help keep the program going five days a week thru December and they are trying to get more funds for January. Robinson also stated that once the funding is released they will still only deliver meals four days per week,

but the seniors will get two meals on Thursday to help cover for Friday. Hertel asked specifics about the cutbacks and their impact, and Robinson stated that she will check on this information and report back.

- **CIEDA** – Hampton+Knodle stated that they are following a lead on a potential Jersey County project and CIEDA may see some activity in the new calendar year.
- **Health Dept.** – Martin stated that there is nothing to report at this time.
- **IL Association of County Officials** –Plunkett, Bergen – Bergen stated that he went to the IL Assn of County Officials meeting in Springfield and the State Treasurer told everyone that his department brings in \$28 for every dollar they put out. Bergen reported that they had a discussion on multi taxing districts and that it is not an advantage for townships to merge because of costs. Chairman Hertel stated he also went to the meeting and said that if the county took over the township roads it would be too costly for the taxpayers. Hertel explained that there are many layers of government and if there was no township government then the county would have to take over the maintenance and expenses of the roads.
- **MCEDC** – Hopper stated that they had a meeting on the November 19th and referenced members to two handouts in their packets- the MCEDC newsletter which gave a summary of county events and the ESRI handout pertaining to Heartland Community statistics. Hopper deferred to MCEDC representative Will Shalter who reviewed highlights from the ESRI handout and explained that 75% of the population in Montgomery County own their home which shows stability in the workforce with ties to the community.
- **MCWC** – Deabenderfer stated that the EPA has approved Phase 5 extensions and that EJ Cooperative said the system is running well. He also said that they are only purchasing water at this time from the City of Litchfield because it is cheaper. Deabenderfer also reported that the MCWC board is working with the Village of Panama to serve them with water.
- **Planning Commission** – Young stated that the next meeting will be held on January 20th, 2016.
- **Senior Citizens Board** – Bishop was absent.
- **UCCI** – Miles stated that they had a meeting on November 16th and a representative from the ILEPA Bureau of Land and Water was there.
- **U of I** – Young stated that they are working on spring programs and they have a meeting tonight.
- **VAC** – Sneed stated that through the VAC we are taking care of the Veterans in our County. Chairman Hertel stated that several years ago the citizens agreed to a tax that would be collected to help fund the VAC program.
- **WCDC** – Wendel stated that there is nothing to report at this time.
- **Wellness Committee** – Bathurst stated that there is nothing to report at this time.

COMMITTEE REPORTS:

COORDINATING COMMITTEE: Given by Chairman Roy Hertel as follows:

1. **Executive Session Minutes Update:** Chairman Hertel stated that he reviewed the executive session minutes and the full board will take action on them at the January meeting.
2. **Coal Mine Update:** Chairman Hertel stated that the coal mine continues drilling efforts to insert nitrogen and foam underground and to date they have been unsuccessful in putting the fire out.
3. **Law Suit in Court of Claims Update:** Chairman Hertel stated that we will be filing a law suit at the Circuit Clerk's Office against the State of Illinois for the reimbursement of the State's Attorney, SOA and Public Defender salaries. He said that we still hold the right to file in a court of claims for the MFT funds that are supposed to be released.
4. **Other Business Update:** Chairman Hertel stated that the monthly CEFS-CIPT report and bus schedule is included in board packets.

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

1. **Water Well Ordinance – Health Department Approval:** Beck deferred to Health Department representatives Hugh Satterlee and Cyndi Howard who presented information to the board about the proposed ordinance. Howard said that she sent a revision to the Water Well Ordinance to change the violation from a Class A misdemeanor to a Class B misdemeanor and also said that there aren't any new requirements or any new fees. Satterlee reviewed the current procedure used for water well compliance, and said that currently the permit fees

are sent to the State and then about a year later we get our portion of the fee reimbursed from the State. He said that this revised ordinance will allow the permit fees to stay here and we won't have to wait for the State to reimburse us. Satterlee stated that an administrative hearing is held when an installer does not give the proper notification of 48 hours which is in the State code. Satterlee also said that they do their best to accommodate everyone and they are not requiring anyone to do anything different than they already do. He said that if there will be a fine involved the States Attorney's Office will be involved. Satterlee also stated that this revised ordinance has been reviewed by the State's Attorney's Office and they made a few revisions. Deabenderfer asked if there was another step to review this ordinance before it is approved. Hampton+Knodle asked if the fine will be determined by the Health Department Authority or on a case by case basis. Satterlee stated that any fines assessed would be on a case by case basis because of repeat offenders. He said that the only issues or problems they have are the installers who are not getting the permit or giving them the proper time to inspect. Young asked about the contractor drawing up a plan and what steps would have to be taken in order to modify the plan. Howard replied that in an instance where something was in the way, they could move the well on their own as long as they were following the requirements to do so. Plunkett asked when the ordinance would become effective and Howard replied that it would be implemented on January 1st, 2016. Bergen asked about the fees to the State and Satterlee replied that the State is now letting the County Health Departments collect and do the work on their own as long as they enforce the State Code for water wells. Satterlee reported that the State gets 25% of the fee and the County keeps the remaining 75%. Hampton+Knodle stated that the phrase that concerned her in the ordinance was "modify a well" so she looked at the State code, and she stated that she was not aware that they needed a permit. Beeler asked about the impact of the traditional wells versus the closed loop system as we see more and more of these GEO thermal units and Howard replied that the Health Department only regulates the wells and not the HVAC system. Young asked if you have to get a permit to making changes to anything in a well with this ordinance and Howard replied this is not necessary because the person is modifying the current well. **Motion by Beck and second by Bathurst to approve the Water Well Ordinance. ROLL CALL VOTE: Yes: 20, No: 0, Absent: 1. Those voting Yes: Mary Bathurst, Connie Beck, Megan Beeler, Bill Bergen, Ronald Deabenderfer, Joe Gasparich, Chuck Graden, Heather Hampton+Knodle, Roy Hertel, Tim Hopper, Jay Martin, Gene Miles, Jim Moore, Mike Plunkett, Earlene Robinson, Glenn Savage, Bob Sneed, Mike Webb, Richard Wendel, Evan Young. Those voting No: None. Those absent: Nikki Bishop. Motion Carried. (For copy of ordinance, see Resolution Book 15, pages 42-49).**

2. **Recycling Program and Events Update**: Chairman Hertel reported that he attended a recent meeting at Schutt Manufacturing in Litchfield where DCEO Director Schultz gave a presentation about their services and that he wrote a letter asking that the DCEO Recycling Department check out our recycling program and assist us with applying for grants.
3. **Animal Control Facility Program Update**:
 - **Animal Control Ordinance**: Beck reported that the Committee discussed some changes to the ordinance and that there was not enough time for Assistant State's Attorney Wilson to review and approve the final revisions so the ordinance will be mailed to everyone once she has a chance to review it. Beck also stated that an ordinance from Macon County is being compared to ours regarding the breeder license and how they enforce it. She also said that there will be another 30 day review once the board members receive the revised ordinance. Chairman Hertel stated that the ordinance needs to be changed because we don't want animals in our County being abused and that some breeders are doing what they should and that some are not complying with the laws. Hertel stated that it is important to address this issue with the breeders who need to clean up their act and that breeders are supposed to be registered with the State and have a sales tax number if they are selling dogs to individuals Illinois residents. Hertel reported that we have about 15,000 pets on the rabies tag system, but only about 6,000 animals are registered which makes it difficult to find the owner if they get loose. Hertel added that we do have some issues that have been compounded for years and we want to get this right when we pass the new ordinance.
4. **Other Business Update**: None at this time.

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

1. **North Road Tile Update:** Miles stated that some landowners came to their meeting to discuss their concerns with about 1300 feet of tile under the North Road north of Hillsboro at the Witt intersection. He said that members learned that this tile has deteriorated and the landowners are asking if the County will help with the cost to replace it. Miles stated that the committee is still discussing and researching this issue.
2. **North Road Damage Update:** Miles stated that the issue has been resolved with the Insurance company who will reimburse the county for the damages.
3. **Simpson Bridge Construction Update:** Miles stated that the pier caps can be poured this week and concrete tests will be taken. He said that the contractor has been able to keep working in the bridge due to the good weather and the committee hopes that the bridge will be done sooner than originally planned.
4. **Crude Oil Pipeline Approval:** Miles stated that Dakota Access has agreed to the \$25,000 Administrative Fee and the \$3.5 million bond and he has incorporated those amounts in the Road Use Agreement can be approved. **Motion by Miles and second by Young to recommend the approval of the Road Use Agreement for the Crude Oil Pipeline Project. All in favor, motion carried. (For copy, see Resolution Book 15, pages 50-74.)**
5. **Above-ground Fuel Tanks Approval:** Miles stated that the new above ground tanks at the Highway Dept. will be operational next week and the committee reviewed a couple of bids to remove the current fuel tanks by a certified contractor. Miles said that if the project costs are over \$10,000, the State has a grant to cover the difference. **Motion by Miles and second by Webb to approve the bid from United Petroleum in the amount of \$9,600 to remove the fuel tanks. All in favor, motion carried.**
6. **Black Diamond Trail Update:** Miles reported that the committee approved Engineer Smith's suggestion to install a sign for a weight limit of 72,000 pounds on the Black Diamond Road to help preserve the road during the winter months. Miles added that a weight limit may also be put on the repaired section of the Irving Road.
7. **2016 Fuel Letting Update:** Miles stated that the 2016 fuel letting will take place at the January regular Road and Bridge Committee meeting.
8. **2016 Rock Letting Update:** Miles reported that the rock letting can't be scheduled until the State Budget is approved.
9. **Other Business Update:** Chairman Hertel thanked the Highway Department for all the work they did this year.

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

1. **Maintenance Issues and Report Update:** Sneed reported that the hot water heater was replaced at the Jail and new hand rails were installed for the handicap entrance at the Historic Courthouse. He said that the outside doors on the Historic Courthouse will be caulked and painted next week.
2. **Open Bids for the Annex Building Issues Approval:** Sneed reported that only one bid was received for the work on the Annex Building, and said that Evans-Mason Inc. submitted a bid in the amount of \$56,840 for masonry work to the west wall of the Annex building. Sneed said that there are also amounts for three other areas of work that were submitted as "alternate bids." He explained that alternate bid #1 in the amount of \$2,950 includes work to install five metal ties that go into the floor joists so the walls don't bow out, Alternate bid #2 in the amount of \$5,440 would include taking pieces of wood grounds out of the masonry and Alternate bid #3 in the amount of \$5,510 would be to repair the two chimneys on the east side of the Historic Courthouse. He said that the committee is not recommending Alternate bid #2 at this time. Sneed stated that there is a \$10,000 contingency built into the \$56,840 bid. **Motion by Sneed and second by Moore to recommend the bid from Evans-Mason Inc. in the amount of \$56,840 which includes the \$10,000 contingency, along with Alternate bid #1 in the amount of \$2,950 and alternate bid #3 in the amount of \$5,510 for a total of \$65,300.** Gasparich asked about taking the expense from the Capital Improvement fund. Beeler asked if any coal is currently being mined and Chairman Hertel replied that no coal is being mined. Hertel stated that he spoke with a coal mine representative this morning and there are layoffs again due to the ongoing fire. Young asked if there are any more problems with Annex building and

Sneed replied that he won't guarantee that we won't have any more problems. Deabenderfer stated that as long as we own the building we need to take care of it. Miles stated that part of this problem with the leaking should have been addressed at the time the building was renovated in 2011-2012 and that the committee could never get anyone to take care of the leaks at the time. Miles also stated that we have spent money on this before, but it didn't fix the leak. Beeler asked what happens if we reject this bid and go out for bid again. Sneed stated that everyone will know the price bid, which will further inflate the cost. Plunkett asked what the engineer estimated for the repairs and Sneed replied that we are over \$10,000 without the contingency. Hampton+Knodle asked about the advertising for bids process and if bid packets went out to contractors. Hertel replied that we did not send out packets because McDonough-Whitlow took care of this process. Miles stated that nobody liked the bid received; however the committee's concern is with the leakage and trying to save this building. Gasparich stated that McDonough-Whitlow is a reputable firm. Hampton+Knodle stated that local contractors won't bid on these projects because of having to pay prevailing wage. Sneed stated that there is some carpentry and painting involved in the project also. Moore stated that the VAC was once housed in a small building on School Street and that the Vets are very happy with this location because it is close to the Courthouse complex and convenient to Clerk/Recorder Leitheiser's Office for recording Military Discharge documents. Chairman Hertel stated that the building started leaking when the awning was removed. Sneed stated that the committee talked about putting the awning back at a later time. **ROLL CALL VOTE: Yes: 19, No: 1, Absent: 1. Those voting Yes: Mary Bathurst, Connie Beck, Bill Bergen, Ronald Deabenderfer, Joe Gasparich, Chuck Graden, Heather Hampton+Knodle, Roy Hertel, Tim Hopper, Jay Martin, Gene Miles, Jim Moore, Mike Plunkett, Earlene Robinson, Glenn Savage, Bob Sneed, Mike Webb, Richard Wendel, Evan Young. Those voting No: Megan Beeler. Those absent: Nikki Bishop. Motion Carried.**

3. **Bid out Elevator Maintenance Agreements Update:** Sneed reported that the committee discussed reviewing the elevator maintenance agreements and putting them out for bid in January. He said that an email will be sent to OTIS and Schindler Elevator to ask them to submit a quote for the maintenance agreement for the three elevators.
4. **Communication Tower Renovations Update:** Chairman Hertel reported that renovation work continues on the communication tower and the antennas and equipment have been purchased and should be installed soon.
5. **Trash Hauling Service Update:** Sneed reported that Chairman Hertel, HWE Committee Chairperson Connie Beck and himself will talk with DC Waste and Recycling owner Brian Deming.
6. **Other Business Update:** Sneed reported that we will enter into another one year maintenance contract with Johnson Controls for the HVAC system at the New Courthouse.

FINANCE COMMITTEE REPORT: Given by Chairman Megan Beeler as follows:

1. **Conflict Public Defender Contracts Approval:** Beeler reported that Judge Roberts attended their meeting and gave a recommendation to approve the contracts for the three conflict public defenders. She said that Roberts told the committee that two attorneys were contracted at \$34,500 each per year and the third attorney at \$24,000 per year, which are the same contract amounts as last year and a savings to the County as opposed to an hourly rate. Roberts stated that he has been monitoring their work. **Motion by Beeler and second by Webb to approve the three Conflict Public Defender Contracts as presented by Judge Roberts. ROLL CALL VOTE: Yes: 18, Abstain: 2, Absent: 1. Those voting Yes: Mary Bathurst, Connie Beck, Megan Beeler, Bill Bergen, Ronald Deabenderfer, Joe Gasparich, Chuck Graden, Heather Hampton+Knodle, Tim Hopper, Jay Martin, Gene Miles, Mike Plunkett, Earlene Robinson, Glenn Savage, Bob Sneed, Mike Webb, Richard Wendel, Evan Young. Those voting Abstain: Roy Hertel, Jim Moore. Those absent: Nikki Bishop. Motion Carried.**
2. **SOA Report Update:** Beeler reported that the SOA report is in members' packet and that part of the expense to publish for the quad year took place in the FY 2015 budget and the other ½ will be in next year's budget. Deabenderfer asked about charging businesses for using the Beacon site and Beeler replied that a lot of the users are County office holders. Chairman Hertel replied that there are also public computers here in the courthouse used by the public. Beeler stated that we will have advertising placed on the Beacon site

to generate some revenue. Mr. Deabenderfer said that he hates to see tax money used so that private companies can make profits. Leitheiser stated that some customers looking to relocate to our county use the Beacon site and Daniels reported that Animal Control uses the Beacon site for entering correct information on rabies tags and when doing investigations. Hopper stated that he also uses the Beacon site for doing his police investigations.

3. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update:** Beeler stated that the Coal revenue and expense reports are in members' packet for review.
4. **New Wave Phone and Internet Implementation Update:** Beeler stated that IT representative Bill Purcell has been working with the phone and internet implementation. She said that the Internet services have been switched to New Wave and the phones are scheduled to switch from Consolidated Communications to New Wave in the next couple of weeks.
5. **Zobrio Accounting Software Implementation & Access for Supervisors Approval:** Beeler reported that we received a bill in the amount of \$7,895 for next year's maintenance agreement with Zobrio. She said that if we choose not to enter into the contract, we have 45 days to notify them that we do not want to engage in the contract and that the deadline for that notification is next Monday. Beeler stated that Zobrio has agreed to come next week for two days of training for the Treasurer's Office. **Motion by Beeler and second by Hampton+Knodle that the County sent a letter to Zobrio notifying them that we are exercising our option to negotiate the terms of the maintenance contract.** Beeler explained that this will give us the option to re-negotiate the agreement or look for another maintenance service provider. She said that she will follow up with the Treasurer's Office next week to see how the two days of training went and if the Treasurer's Office is still not comfortable it will give us time to find another provider. Hampton+Knodle stated that a lot of people have put in time and work on this issue and that we would like to negotiate the terms of the new maintenance contract. Hampton+Knodle asked what county office would do the due diligence to walk through the criteria if we seek a different service provider. Hampton+Knodle stated that there needs to be a lead person if we go shopping for another provider. Beeler stated that since a trainer is coming this week to work with the Treasurer's Office we will see where we are at after the training. Beeler stated that we are seeing improvements so far. Martin stated that it is important to send a message to Zobrio that we want results. Bathurst stated that when this was brought to the Finance Committee to approve it, we relied on the users to do the due the diligence on the software and the company to get what we needed. Bathurst added that if we have to go shopping this round we are a little more educated on what we need. Chairman Hertel stated that we have had two meetings with the Zobrio CEO and that we did get some results. **All in favor, motion carried.**
6. **County Hotel/Motel Tax Ordinance Update:** Beeler stated that the Committee will pursue and work on establishing a County Hotel/Motel Tax with the States Attorney's Office.
7. **Leasing Space on the Communication Tower Update:** Chairman Hertel stated that the Sheriff's Department has been working with the Hillsboro School District on the frequency issues to see if they can lease space on our communication tower.
8. **County Board Structure Update:** Beeler stated that she and the committee are looking at the structure of other County boards to see if we can be more efficient with our member structure. She said that the committee will continue to compile and analyze data to see if any changes can be made to our county board structure to benefit the taxpayers.
9. **Copy Machine Contracts Update:** Beeler reported that Tom Day Business Machines has compiled all the copy machine contracts for the general fund offices and prorated them for one invoice. She said that the contracts for these offices will now be from December 1st, 2015 to November 30th, 2016. Beeler said she will review the information for accuracy.
10. **ROE Annual Report Approval:** The committee reviewed the final ROE annual report that was submitted by Marchelle Kausbaum. **Motion by Beeler and second by Graden to approve the ROE annual report. All in favor, motion carried.**
11. **Other Business Update:** None at this time.

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

1. **MCEDC Update:** Hampton+Knodle thanked Shalter for his work the past seven months and she stated that the MCEDC is looking for a new grant writer.
2. **Incentives Update:**
 - a. Revolving Loan Fund: Hampton+Knodle stated that Shalter has had a few businesses inquire about the Revolving Loan Fund program.
 - b. Enterprise Zone: Hampton+Knodle stated that the committee discussed the status of the Enterprise Zone Administration Fee application process and the addition of more territory, and that the timeframe to submit the Administration Fee application to DCEO will be February 1st, 2016.
3. **Utilities Update:**
 - Dakota Access: Hampton+Knodle stated that the project has not been started to date. Chairman Hertel shared that he and Engineer Smith talked with the Dakota Access project manager and the \$3.5 million bond required for the project will be in place, as well as \$25,000 in administrative fees.
 - Grain Belt: Hampton+Knodle stated that the Grain Belt Transmission project was granted utility status by the State of Illinois Commerce Commission; however they do not have eminent domain rights at this time.
4. **Planning Update:**
 - a. Planning Commission: Chairman Hertel stated that Evan Young is the new County Liaison to the Planning Commission due to the resignation of Rueben Boehler who took a job working out of the County.
5. **Infrastructure Update:**
 - a. Fiber RFP: Hampton+Knodle stated that her committee is still reviewing the expansion of our broadband capabilities in the County.
 - b. Eagle Zinc: Hampton+Knodle reported that there is no news on the Eagle Zinc project. Mayor Sullivan will have a meeting with EPA regarding the retention pile.
6. **Tourism Update:**
 - Tourism South Submissions: Hampton+Knodle stated that Will Shalter has submitted business lists to Tourism South Bureau for their Spring publication.
 - Bike Trail: Hampton+Knodle stated that two new signs were ordered by Engineer Smith. Hampton+Knodle stated that they received an invoice for 8 tons of patch for a cost of \$720 and they only budgeted \$600. Hampton+Knodle noted that the trail has continued to deteriorate due to ATV traffic that should not be on it.
7. **Workforce Update:**
 - a. CEO Night of Networking: Hampton+Knodle stated that the CEO Night of Networking was held on November 16th at the Litchfield Holiday Inn Express and there was a great turn out. She said that they had a “Shark Tank” program on November 20th that went well and the Joint Board will have a meeting this week with future CEO participants and the trade show is scheduled for April 26th, 2016 at the LLCC Auditorium.
8. **Other Business Update:** Hampton+Knodle reported that the Housing Authority received notification that they received approval for their funding to replace 37 housing units and the project should start next spring.

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

Ambulance Call Reports:

Collections: Director Holmes stated we will have reports by next Tuesday. Collections continue in a routine fashion.

EMA:

1. **Weather Spotter Class Update:** Savage stated that the weather spotter's class will be at the Moose Club on March 10th, 2016 at 6:00 p.m. and a meal will be served. He said that there will be videos that the spotters and the Weather Service have filmed.
2. **AED Refresher Class Update:** Savage reported that the training will be scheduled on a Thursday in the County Board room for the AED class from 8:00 a.m. – 4:00 p.m. and said that there will be two classes in the morning and two in the afternoon.
3. **Panic Alarm Testing Update:** Savage stated all panic alarm have been tested and are working at this time.
4. **Panic Alarm Panel Update:** Savage stated we need to upgrade the panel in the Courthouse Complex at a cost of \$5,000 and that Judge Roberts has offered to help pay on the invoice.
5. **Tom Day Contract Update:** Savage reported that the committee approved the purchase of a refurbished copier with Tom Day for the EMA office in the amount of \$2,000. He said that the service contract includes all parts, labor and supplies for \$467 a year which covers 20,000 black and white copies and 3,000 color copies a year and excess black copies at .013 per copy. Savage stated that the IT Department also uses this copier.
6. **Mitigation Planning Update:** Savage reported that the committee reviewed a handout that identified mitigation projects to include in the Natural Hazard Mitigation Plan. He said that the committee also reviewed a handout on funds that were received after the 2006 ice storm. Gasparich stated these funds were only for equipment since the County local EMA didn't have MOU's signed so therefore we couldn't get paid for any hours that the first responders spent on the disaster. Gasparich stated that we now have these MOU's in place and that we would be covered in the future. Chairman Hertel stated with plans for a new high school in Hillsboro, a storm shelter should be included in the Hazardous Mitigation Plan and that Hillsboro School District could get some money to defray the cost of building a new facility. Chairman Hertel stated that the high school and the junior high can have one storm shelter together since they are within five minutes walking distance and that all other County schools should also be included in the Hazard Mitigation Plan.
7. **EMPG Grant Update:** Savage reported that the State paid the third quarter grant but they won't be paying the fourth quarter because they ran out of money and haven't approved a budget.
8. **Regional Meeting December 11th Update:** Savage reported that the Regional meeting in November was cancelled and moved to December 11th, 2015.
9. **Other Business Update:** Chairman Hertel stated that there is no update at this time regarding the establishment of the boundary lines of the Hillsboro and Litchfield Fire Districts and that board member Bergen is working on this issue. Savage distributed a list of the items that should be in place for Emergency Winter Weather Preparedness and he stated that everyone should review your emergency items for your home and car.

PERSONNEL COMMITTEE REPORT: Given by Chairman Mary Bathurst:

1. **Local 148 Union – Circuit Clerk's Update:** Bathurst stated that the committee had a tentative agreement with Local 148 after last Monday's meeting but the County was later notified that the union members rejected the union contract. Bathurst reported that after hearing the news, she sent an email to the union business agent to schedule mediation.
2. **Zobrio Human Resource Module Training Update:** Bathurst reported that communication has been taking place with Zobrio's CEO and that training will be scheduled with the Treasurer's Office.
3. **Draft of Personnel Manual Updates from ICRMT Approval:** Bathurst reported that revisions to the Personnel Manual were given out last month for board members to review for one month. **Motion by Bathurst and second by Young to approve the changes to the Personnel Manual with Deabenderfer's grammatical corrections and that one sentence be added for supervisors to make sure that employees take the Sexual Harassment Training. All in favor, motion carried.** Discussion: Hampton+Knodle asked about the sexual harassment training and if the supervisors are responsible for making the employees

complete the training. Assistant State's Attorney Wilson stated that this language could be incorporated in this section.

4. **Washington National Supplemental Insurance Approval:** Bathurst reported that she was advised that there are only four out of ten remaining participants in the Washington National Supplemental Insurance program. She said when this supplemental insurance was offered last year it was with the stipulation that a minimum of ten employees would need to sign up through payroll deduction and due to lack of participation, the committee approved to cancel payroll deductions into the program. She said that when the program year ends at the end of December, the remaining employees can choose whether to keep the coverage and pay it on their own. **Motion by Bathurst and second by Martin to discontinue payroll deduction for Washington National Supplemental Insurance. All in favor, motion carried.**
5. **Executive Session to Discuss Personnel and Litigation Issues Approval:** Motion to enter into Executive Session by Bathurst and second by Martin. Time 9:47 am. Motion by Bathurst and second by Young to come out of Executive Session. All in favor, motion carried. Time: 11:03 am. Motion by Bathurst and second by Martin that the County approve the Settlement agreement as recommended by the State's Attorney and the county's Liability Insurance Company. **ROLL CALL VOTE:** Yes: 15, No: 5, Absent: 1. Those voting Yes: Mary Bathurst, Connie Beck, Megan Beeler, Ronald Deabenderfer, Joe Gasparich, Heather Hampton+Knodle, Roy Hertel, Jay Martin, Jim Moore, Mike Plunkett, Earlene Robinson, Glenn Savage, Bob Sneed, Mike Webb, Richard Wendel. Those voting No: Bill Bergen, Chuck Graden, Tim Hopper, Gene Miles, Evan Young. Those absent: Nikki Bishop. Motion Carried.
5. **Other Business Update:** None at this time.

APPROVAL OF 8 COMMITTEE REPORTS & MINUTES: Motion by Martin and second by Hopper to approve the 8 Committee reports and minutes. Discussion: Hampton+Knodle wanted to make sure the changes will be made to the Economic Development committee minutes prior to their approval regarding the Enterprise Zone to include that there are plans to move forward to add territory to the existing Enterprise Zone and Leitheiser replied affirmatively. Chairman Hertel stated that during his discussion with DCEO Director Schultz, Hertel said the EZ application process was a disaster and the Director agreed. Chairman Hertel also stated that he told the Director that there needs to be more Enterprise Zones because by the time we get to 2018, there might not be any left and Director Schultz agreed that the process was antiquated and he also wants to cut through the red tape. Chairman Hertel stated that he also told Director Schultz that we would be happy to testify at the state hearings regarding the EZ process. **All in favor, motion carried.**

ANNOUNCEMENTS: Chairman Hertel announced the following:

1. All Board Members and County Employees are invited to the Holiday Luncheon located in the basement of St. Paul's Lutheran Church on Wednesday, December 16th from 11:00 a.m. – 1:00 p.m.
2. The Senior Citizen Holiday Lunch will be held this Saturday at Noon at the Hillsboro Free Methodist Church on Seymour Avenue in Hillsboro. Board members are welcome.

SCHEDULE CHANGES: None

APPOINTMENTS:

1. Motion by Webb and second by Beeler to reappoint Greg Weitekamp to the Pitman-Zanesville #2, County Zone #33 Drainage District for a three year term to begin December 31, 2015 and expire December 31, 2018. All in favor, motion carried.
2. Motion by Beck and second by Beeler to reappoint Melvin Wempen to the Zanesville #3, County Zone #15 Drainage District for a three year term to begin December 31, 2015 and expire December 31, 2018. All in favor, motion carried.

PUBLIC COMMENTS: None

PAY BILLS:

1. **Approval to Pay Any Invoices to Adams, PC or Books & Moore and to Point of Light Awards:** Motion by Plunkett and second by Bathurst to pay any invoices for Adams, PC or Books & Moore and to Point of Light Awards. Voice Vote: In favor – 18, Against – 0, Absent – Abstain -2 (Moore, Beck). Motion carried.

2. **Motion by Wendel and second by Miles to pay all other approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2016.**

Adjourn: Until the Full Board Meeting on Tuesday, January 12th, 2015 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Gasparich and second by Webb to adjourn the Full Board Meeting. All in favor, motion carried. Meeting adjourned at 11:05 a.m. Minutes respectfully submitted and recorded by Montgomery County Clerk and Recorder Sandy Leitheiser.