

## Montgomery County Board

### Minutes

For Tuesday, July 8<sup>th</sup>, 2008 – 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, July 8<sup>th</sup>, 2008 in the County Board Chambers 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, George Blankenship, Terry Bone, Bonnie Branum, Ronald Deabenderfer, Toby Dean, John Downs, Robert Durbin, Ed Helgen, Dennis Jagodzinski, Sharon Kuchar, Joyce Matthews, Gene Miles, Roger Myers, Dale Ogden, Mike Plunkett, Bill Sielschott, Richard Wendel.

**Members Absent:** Nelson Aumann and Frank Komor.

**Pledge of Allegiance to the flag was given.** Chairman Plunkett introduced Hillsboro area Veteran Raymon Trost, who has recently been honored as “Veteran of the Month” in the State of Illinois, to lead the Pledge of Allegiance.

**Mileage and Per Diem Approval:**

**Motion by Miles, second by Helgen** to approve the mileage and per diem. **All in favor, motion carried.**

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

**Motion by Dean, second by Branum** to approve the Minutes of the Previously Adjourned County Board Meeting held on Tuesday, June 10<sup>th</sup>, 2008. **All in favor, motion carried.**

#### **CONSENT AGENDA:**

1. **Circuit Clerk’s Report** – submitted.
2. **County Treasurer’s Report** – submitted.
3. **County Clerk and Recorder’s Report** – Sandy Leitheiser was present for questions and distributed an information sheet with important election dates for the November 4<sup>th</sup>, 2008 General Election.
4. **Sheriff’s Report** – submitted.
5. **Health Department Report** – Hugh Satterlee was present for questions.
6. **T.B. Department Report** – Sally Adams was present for questions.
7. **Public Defender’s Report** – submitted.
8. **Probation Office Report** – Banee Ulrici was present for questions.
9. **911 Report** – submitted.
10. **S.O.A.** – submitted.
11. **G.I.S.** – submitted.

#### **APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA:**

**Motion by Kuchar, second by Durbin** to approve the 11 office reports on the Consent Agenda. **All in favor, motion carried.**

#### **COMMITTEE REPORTS:**

**COORDINATING COMMITTEE REPORT:** Given by Chairman Mike Plunkett as follows:

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

1. **Update-Bridge Inspections:** Branum reported on some preliminary estimates that were received on inspecting the 200 bridges in the county. Highway Engineer Boehler estimated that the total project would take approximately 600 man-hours to complete. The National Bridge Inspection Standards requires inspection of bridges and culverts over 20 feet to be inspected every 2 to 4 years depending on condition/age. Boehler will further review the estimates and discuss the scope of work with the interested firms.

2. **Update-Reminder of Road & Bridge Tour:** There is a Road and Bridge Tour scheduled for Thursday, July 10<sup>th</sup>, 2008 at 8:30 AM, which will start at the Highway Department.
3. **Update- Fuel and Construction Costs:** Branum reported that due to the escalation of fuel and construction costs, it would be difficult to budget these items for 2009. The committee discussed the expenses for mowing and trying to save some fuel costs by not striping oil and chipped surfaces.

**FINANCE COMMITTEE REPORT: Given by Chairman Bill Sielschott as follows:**

1. **Approval- Award Bid for new Sheriff's Vehicle:** Two bids were submitted for the new Sheriff's vehicle. Victory Lane Ford submitted a bid for a 2009 Ford Explorer XLT, 4x4, 4-door in the amount of \$23,845.00. Wright Automotive submitted a bid for a 2008 Ford Explorer XLT, 4-door in the amount of \$23,470.40 and also put in a bid for a 2009 Ford Explorer XLT, V-6 in the amount of \$25,781.00. The Sheriff is recommending approving the bid from Wright Automotive for a 2008 Ford Explorer XLT with police equipment. **Motion by Sielschott, second by Branum to accept and approve the bid from Wright Automotive for the 2008 Ford Explorer XLT for \$23,470.40. All in favor, motion carried.**
2. **Update- Landfill and Golf Course Assessments:** Gene Stuard of Forrestal Group e-mailed his report on the county's golf course and landfill assessments, with the work on the golf course assessment is 90 to 95% complete. The landfill assessment should be finalized before August 11<sup>th</sup>, 2008. Stuard is hoping to have the assessments completed by the next committee meeting on August 11<sup>th</sup>, so that he can present them for approval.
3. **Update- Ameren Assessment Agreement:** The County is still waiting for information from Ameren's Attorney regarding the final agreement on the assessment.
4. **Update- County Real Estate Tax Cycle:** All complaints for the Board of Review are now in. There have been approximately 400 complaints received. There has been no word from the Department of Revenue concerning the Sales Ratio. The Board of Review has been viewing property on which complaints have been filed, with hearing dates of July 21<sup>st</sup> thru July 24<sup>th</sup> set for notices that have been mailed.
5. **Approval- Fee for Duplicate Copies of Tax Bills:** The committee discussed charging a fee for up to \$5.00 to lending institutions for a duplicate tax bill as provided by State Statute. **Motion by Sielschott, second by Wendel to approve charging \$5.00 for a duplicate tax bill to the lending institutions. All in favor, motion carried.**
6. **Update- Credit Card Acceptance for Real Estate Taxes:** The committee discussed a State statute for a Local Governmental Acceptance of a Credit Card Act. A public hearing would need to be held and a Resolution passed in the near future. The credit card fee would be 1.75%, which is lower than the current credit card system used.
7. **Update- FY09 Budget Discussion:** Budget Hearings will be held on Tuesday, July 22<sup>nd</sup>, Wednesday, July 23<sup>rd</sup>, and Friday, July 25<sup>th</sup>, at 8:00 AM in the County Board Room of the Historic Courthouse.
8. **Update- Trustee Property Village of Farmersville Opera House Property:** Discussion took place on the delinquent Opera House property in the Village of Farmersville. T.I.F. money will be used to clean up the run down building, County Trustee Dennis Ballinger will receive a fee to get the deed and the County can sign the property over to the Village of Farmersville.
9. **Approval- R.O.E. Quarterly Report:** The committee reviewed and discussed the Regional Office of Education quarterly report. **Motion by Sielschott, second by Downs to approve and recommend the Regional Office of Education quarterly report to the Full Board. All in favor, motion carried. All in favor, motion carried. (For copy of R.O.E. Quarterly Report, see Resolution Book 8, page 149-155).**

**HWE COMMITTEE REPORT: Given by Chairman Bob Durbin as follows:**

1. **Update- Tire Collection Drive – Saturday, August 9<sup>th</sup>, 2008:** The Tire collection drive will be held on August 9<sup>th</sup>, 2008 at the Montgomery County Fairgrounds in Butler.

2. **Approval of Election Judges' Commission:** County Clerk Sandy Leitheiser provided a list of Election Judges to be commissioned. Both the Democratic Party Chair and the Republican Party Chair have reviewed and approved the list of Election Judges for the upcoming 2 year term. **Motion by Durbin, second by Beck to approve the list of Election Judges. All in favor, motion carried. (See Resolution Book 8, pages 156-167).**
3. **Update- Animal Control Facility:** Durbin reported that he looked at a building in Nokomis as a possible animal control facility, and stated that the committee also discussed other existing buildings that are for sale or vacant in the county that could be possibly renovated for a facility. Chris Daniels distributed a summary of revenues and expenses on Animal Control. If the HWE Committee is sure about proceeding with the facility by next month, the board may be able to make a decision on a facility next month. Discussion took place on the revised cost to build the new facility. Durbin reported that some parts of the design can wait to be added at a later time and taken out of the \$337,000 initial bid, which will bring the total to \$275,000 for the facility. Durbin stated that the committee can not base their budget on donations since it would have to be at the county's expense, but any donations would be considered as extra revenues.
4. **Approval- Repairs to Litchfield Recycling Facility on Emergency Basis:** Durbin reported on the suspicious fire at the Litchfield Recycling facility which occurred at about 11:00 PM on June 24<sup>th</sup>, 2008. The Insurance adjuster has visited the site and the committee will be getting total amounts on the structure and its contents that will be covered. The 54' X 80' building along with a fork lift truck and down stroke baler were destroyed. Temporary containers have been placed at the facility for cardboard and plastics and there is also a 15' recycling trailer at the location over the weekend designated for newspapers, steel (tin) cans, office paper and magazines. The estimated insurance coverage of the building and its contents is approximately \$117,000. **Motion by Durbin, second by Helgen to approve renovation of the Litchfield Recycling Facility on an emergency basis. All in favor, motion carried.**
5. **Update- FY09 Recycling Budget Recommendations:** Durbin stated that the committee will be making recommendations during budget hearings to expand the Hillsboro drop shed and put up drop sheds in Farmersville and Donnellson for the Fiscal Year 2009.

**PERSONNEL COMMITTEE REPORT: Given by Chairman John Downs as follows:**

1. **Approval- Employee Health Insurance:** Downs reported that Health Insurance Premiums for County Employees have not increased since August of 2003. The county will be increasing insurance premiums by 5% effective January 1<sup>st</sup>, 2009. **Motion by Downs, second by Bathurst to approve a 5% increase to employees for Health Insurance Premiums effective January 1<sup>st</sup>, 2009. All in favor, motion carried.**
2. **Update- Department Survey Results for Employee Attendance and Time Off:** Downs reported that the committee discussed a uniform procedure to report employee attendance to the payroll department by the 5<sup>th</sup> working day of each month. This process is a universal standard procedure to be used each day to improve the accountability of county employees.
3. **Update- Policy for IRS Regulations on Personal Use of County Property:** Downs stated that the committee discussed and approved a universal form and a letter to be sent to employees using county vehicles to meet IRS Regulations.
4. **Enter Into Executive Session:** The Board entered into Executive Session to discuss Personnel Issues. **Motion by Downs, second by Matthews to enter into Executive Session to discuss Personnel Issues. All in favor, motion carried. Time: 9:05 AM.**
5. **Come Out of Executive Session:** **Motion by Downs, second by Branum to come out of Executive Session. All in favor, motion carried. Time: 9:14 AM.**

6. **Approval of Acceptance of Resignation of Chief Assessment Officer:** Downs stated that Supervisor of Assessments Julie Kiefer has requested a voluntary transfer from her current position to the position of assessment team member. By doing so, the Supervisor of Assessments' position is now vacant, and the County must appoint an individual to that position. **Motion by Downs, second by Miles to accept the resignation of Julie Kiefer as Supervisor of Assessments (Chief Assessing Officer) and transfer her to Assessment Team Member. All in favor, motion carried.**
7. **Approval of Appointment of Chief Assessment Officer:** **Motion by Downs, second by Kuchar to appoint Ray Durston as Supervisor of Assessments (Chief Assessing Officer) effective July 8<sup>th</sup>, 2008 for a four year term. All in favor, motion carried.** Downs stated that Durston passed his Supervisor of Assessments test on the first try with a 79% score, and is very qualified for this position. Durston has been an employee with the county for 10 years. Mary Purcell will be taking over Durston's position as GIS Coordinator.

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

1. **Update- Repairs to Plastered Ceilings in Historic Courthouse:** Bone reported on a pre-construction meeting that was held with Cloyd Builders on June 17<sup>th</sup>, 2008. Bone went over the different phases of the ceiling removal. Phase I will be the area off the second floor elevator and an office in ROE that will start on Thursday, July 10<sup>th</sup>, 2008 at 4:30 PM. Phase II will begin Friday, July 18<sup>th</sup>, 2008 and will consist of the Recording Office on the first floor. Phase III will begin on Monday, July 28<sup>th</sup>, 2008 and will consist of the 2<sup>nd</sup> floor hallway and office behind the County Board room and a storage room on the third floor. This schedule was set in order to make as little office down time as possible.
2. **Update- DCEO Grant for \$25,000 – Historic Courthouse:** The paperwork was submitted to DCEO for the \$25,000 grant for Historic Courthouse repairs.
3. **Update- Historic Courthouse Office Space Needs:** Different options for the Historic Courthouse space issues were discussed, since the Farm Bureau building is no longer for sale.
4. **Update- Air Conditioning Down in New Courthouse:** Bone stated that the air conditioning unit in the Courthouse Complex is not working, and they are waiting on a new compressor or compressors from Johnson Controls.

**EMA/AMBULANCE COMMITTEE REPORT:** Given by Chairman Dennis Jagodzinski as follows:

1. **Ambulance Call Report:** A summary of monthly operations for **June 2008** will be presented at the August Full Board meeting.
2. **Director Holmes Report:**
  - **Reports:** Jagodzinski reported that the office had sent some reports back to Litchfield that were incorrect or incomplete. One copy went to the City Administrator and one copy went to the Fire Chief. All names were blocked out and the issues were highlighted. Reports have been sent back for the last three weeks.
  - **Fast EMC Program update:** Since updating the Fast EMC program there have been some problems, mostly on Fast EMC's end. All the billing for June may need to be resubmitted. Collections for this past month are not as much because of the problems with Fast EMC. Information Technology representative Bill Purcell has been working with Fast EMC on the problems.
  - **Training for Fast EMC:** Cathy Ulrici will be attending the training with Fast EMC on July 21<sup>st</sup> in Indianapolis, Indiana.

- **Bomb Threat:** Jagodzinski reported that there was a bomb threat made to St. Francis Hospital on Monday, June 9<sup>th</sup>. The incident started about 1:00 AM that Monday morning. 911 Coordinator Greg Nimmo informed EMA Director Diana Holmes that he had already contacted St. Francis Hospital for a patient count and how many ambulances would be needed. Nimmo had already contacted each of the ambulance services: Mt. Olive, Staunton, Carlinville, Hillsboro, and Raymond and put them on alert. Macoupin County EMA was not notified even though all but two ambulances would be coming from Macoupin County. Although EMA was not called until much later that morning, it was stated that EMA should have been one of the first ones to be contacted so that the State's EOC could be notified and a ticket opened for Montgomery County, and would make State resources immediately available if needed. Fortunately nothing came of the threat and EMA was not needed.
- **MABAS Equipment:** Jagodzinski reported that the generator and tower lights from MABAS will be ready to be picked up sometime around July 10<sup>th</sup> and 11<sup>th</sup>. This equipment from MABAS will be housed at the new Coffeen Fire Station.
- **DHS Grant Opportunity for New Construction or Renovation of Emergency Operations Center:** Jagodzinski stated that Mary Purcell will be looking at information to see if the county qualifies for any Homeland Security grants for the GIS System.
- **Next Committee Meeting Date - Change:** Due to a tour on Tuesday, August 5<sup>th</sup>, 2008, the regularly scheduled meeting date for August will be held on Thursday, August 7<sup>th</sup>, 2008 at 4:00 PM instead of 3:00 PM.

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

1. **Update- Comprehensive Planning:** Deabenderfer stated that the committee discussed and approved allocating \$60,000 in the Fiscal Year 2009 Budget for a Comprehensive Plan to be prepared by SIUE.
2. **Approval- Amended Ordinance and Intergovernmental Agreement for the Enterprise Zone 10 Year Extension:** The EZ committee met and approved the 10 year extension to the Enterprise Zone. The new termination date would be February 28<sup>th</sup>, 2020.
  - **Motion by Deabenderfer, second by Matthews to approve the Amended Enterprise Zone Ordinance for the 10 year extension and incentives. All in favor, motion carried. (See Resolution Book 8, pages 168-169).**
  - **Motion by Deabenderfer, second by Beck to approve the Amended Enterprise Zone Intergovernmental Agreement for the 10 Year Extension and incentives. All in favor, motion carried. (See Resolution Book 8, pages 170-171).**
3. **Update- Abandoned Rail Line:** Deabenderfer reported that he called Seller Conrad Kee regarding getting a clear title on the abandoned rail line property. The deadline to obtain clear title is on Thursday 7/10/2008, and after this passes, the county will ask for the return of the \$75,000 paid, since a clear title can not be obtained.
4. **Approval- West Central Development Council Resolution:** Discussion took place on approving the West Central Development Council Resolution #08-17. **Motion by Deabenderfer, second by Myers to approve the West Central Development Council Resolution #08-17. All in favor, motion carried. (See Resolution Book 8, page 172).**
5. **Update- Wind Energy Ordinance:** Deabenderfer stated that the committee will review a few ordinances from neighboring counties for next month's meeting on Wind Energy and will have the State's Attorney review and recommend the Ordinance to the Full Board.

**APPROVAL OF 8 COMMITTEE REPORTS & MINUTES:**

**Motion by Bathurst, second by Durbin to approve the 8 committee reports. All in favor, motion carried.**

**SCHEDULE CHANGES:**

**Chairman Plunkett reminded board members that there will be a Public Hearing on July 10<sup>th</sup>, 2008 at 6:00 PM in the County Board room to discuss the 10 year Extension to the Enterprise Zone.**

**Chairman Plunkett reminded board members that there will be a special Road and Bridge meeting on Thursday, July 10<sup>th</sup>, 2008 at 8:30 AM at the Highway Department to take a tour of Montgomery County's roads and bridges.**

**Chairman Plunkett reminded everyone that the EMA/Ambulance Committee has rescheduled their meeting and will meet on August 7<sup>th</sup>, 2008 at 4:00 PM in the EMA Office.**

**Chairman Plunkett informed members that there will be a Wind Farm Tour hosted by the Farm Bureau on August 5<sup>th</sup>, 2008 and the invitation has been extended to all county board members to attend.**

**APPOINTMENTS:**

**Motion by Beck, second by Bone to appoint Ron Deabenderfer to a 3 year term on the Montgomery County Revolving Loan Fund Board. All in favor, motion carried.**

**Motion by Dean, second by Ogden to appoint Patty Clarke to a 3 year term on the Montgomery County Revolving Loan Fund Board. All in favor, motion carried.**

**PAY BILLS:**

**Motion by Sielschott, second by Downs to pay all approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2008.**

**ADJOURN: Until the Full Board Meeting on Tuesday, August 12<sup>th</sup>, 2008 at 8:30 AM in the County Board Room, Historic Courthouse, Hillsboro, Illinois.**

**Motion by Blankenship, second by Bathurst to adjourn the Full Board Meeting. All in favor, motion carried.**

Meeting adjourned at 9:30 AM.

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