

# Montgomery County Board

## Minutes

For Tuesday, May 12<sup>th</sup>, 2015 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, May 12, 2015 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 - 21members present, 0 members absent.**

**Members Present:** Mary Bathurst, Connie Beck, Megan Beeler, Bill Bergen, Nikki Bishop, 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:** none

**Pledge of Allegiance to the flag** was led by County Board member Evan Young.

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

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

Motion by Gasparich and second by Bishop to approve the Minutes of the Previous County Board Meeting held on Tuesday, April 14<sup>th</sup>, 2015. 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' report was submitted.
5. **Health Department Report** ---- Hugh Satterlee was present for questions.
6. **Probation Office Report** ---- Banee Ulrici – report was submitted.
7. **Public Defender's Report** ---- Erin Mattson – report was submitted.
8. **Sheriff's Report** ---- Jim Vazzi report was submitted.
9. **T.B. Department Report** – Becky Durbin reported that there are 13 active TB cases in our region, but none are in our county.
10. **V.A.C. Report** ---- Dave Strowmatt reported that he attended the IACO conference recently and informed members about legislative activity concerning two bills: SB 1818 which supports the addition of the Beirut Veterans to the Children of Veterans Scholarship for the University of Illinois and HB 226 which supports the funding of IL nursing homes. Strowmatt stated that there is also a bill in process to change the property tax law that would decrease the assessed value of a disabled veteran's home depending on the severity of disability.

**Chairman Hertel thanked the Supervisor of Assessments Office, County Clerks Office and Treasurer's Office for getting the tax bills out early.**

**APPROVAL OF 10 ITEMS ON THE CONSENT AGENDA:** Motion by Miles and second by Young to approve the 10 items on the Consent Agenda. All in favor, motion carried.

### **LIAISON REPORTS:**

- **911 Board** – Webb stated that they had a meeting and that they are looking forward to the new county tower after the county works out purchase.
- **CEFS Board** - Robinson stated that there is nothing to report. Bathurst inquired about Macoupin County's bus service which offers pricing for a group of five people to pay \$10 for shared destination trips. Robinson stated she will check into it.

- **CIEDA** – Hampton+Knodle stated that they will be voting on a Bond for a project at Blackburn University next Tuesday.
- **Health Dept.** – Martin reported that they recently seated new members Rex Brown and Undersheriff Rick Robbins.
- **IL Association of County Officials** –Plunkett and Bergen stated they have nothing to report.
- **MCEDC** – Hopper introduced Will Shalter of Nokomis who is the new MCEDC Director and informed members he has been in his position for about three weeks. Shalter addressed the board and reported on the 5<sup>th</sup> Legislative breakfast held at LLCC yesterday where speakers included were IDNR Director Rosenthal, Representative Bourne and Senator Manar. Shalter also reported that the MCEDC is helping to increase the website presence of local downtowns in Montgomery County and that they are helping Coffeen with a grant for a police car and helping Taylor Springs get a grant for a new truck.
- **MCWC** – Deabenderfer stated that they did not meet.
- **Planning Commission** – Beeler stated that Deabenderfer attended the meeting and they had a discussion regarding drainage issues and the Illinois Drainage Act, but there was no action taken because they did not have a quorum.
- **Senior Citizens Board** –Bishop stated that there was nothing major to report and they will now meet on a quarterly basis. She said they are planning some much needed work being done to the driveway at the Taylor Springs senior center.
- **UCCI** – Miles reported that there was not a meeting this month but there will be a meeting next month.
- **U of I Extension**– Young referred to MCEDC Director Shalter to give the report, and he stated that he is also a U of I Extension employee as he works for the MCEDC. Shalter said that the U of I Extension office sent out a Unit Program Planning survey and there was a 36% response rate, and he will report the findings in June. Shalter stated they are also having a Safety and Conservation day for all county fourth graders at the 4-H park in Butler today and the Extension office is gearing up for their summer programs.
- **VAC** – Sneed stated that Strowmatt already gave the report and he had nothing further.
- **WCDC** – Wendel reported that they met on April 16<sup>th</sup> and Betty Scheldt is the new WCDC grant manager so she received a salary increase. Wendel reported that WCDC Director Sherer stated that the Unemployment rate went down 2.9% from Jan 2014 to Jan 2015.
- **Wellness Committee** – Bathurst reported they are putting together the final details for the annual health fair coordinated by Hillsboro Hospital and Fusion Fitness scheduled for June 2<sup>nd</sup> and June 3<sup>rd</sup>, 2015.

## **COMMITTEE REPORTS:**

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

1. **Water Line Connection Update/Approval:** Chairman Hertel reported that he hosted a meeting on May 5<sup>th</sup>, 2015 which included officials from Hillsboro, Litchfield, the coal mine and other interested parties to look at the possibility of connecting water between Hillsboro and Litchfield by running a 16 inch water line. Hertel stated that the meeting went well and the consensus of the group was to proceed with getting costs for engineering work. He said that this project may involve running two lines, one raw and one fresh water line, with the 16 inch raw water line costing about \$3.6 million, and if a fresh water line were added the project would cost an additional 30%. Hertel stated that they are looking for low interest loans and grants to take this project further.
2. **Elevate Energy Presentation Update/Approval:** Chairman Hertel reported that Elevate Energy representative Jamie Hires presented information to the committee regarding the non-for profit's programs to help consumers conserve energy and save money.
3. **State Income Tax – HB 365 Update/Approval:** Chairman Hertel stated that this issue is still not resolved and that we are trying to get back our money.
4. **MFT Funding Update/Approval:** Chairman Hertel stated that the state is taking one half of our MFT funds and further discussion will take place during the Road and Bridge report.

5. **Voucher Changes Update/Approval:** Chairman Hertel stated that with the new accounting software there is now a need to make the voucher used to pay county claims uniform in all departments, and this change was recommended by the Coordinating committee. Clerk Leitheiser stated that she and her staff will be coordinating this transition with county offices to provide training and assistance if needed.
6. **Indigent Funeral Expenses Update/Approval:** Chairman Hertel stated that state funding has been restored and at least we have a plan in place if the situation comes up again where state funds are cut.
7. **Resolution to Support the Authorization to Submit the FY 2015 Partnership Planning Assistance grant with West Central Development/Approval:** Motion by Hampton+Knodle and second by Wendel to approve the Resolution to Support the Authorization to Submit the FY 2015 Partnership Planning Assistance grant with West Central Development. All in favor, motion carried. (For copy of Resolution, See Resolution Book 14, page 209).
8. **Resolution to Support the Efforts of the West Central Development Council in securing a FY 2015 Partnership Planning Grant Update/Approval:** Motion by Hampton+Knodle and second by Young to approve the Resolution to Support the Efforts of the West Central Development Council in securing a FY 2015 Partnership Planning Grant. All in favor, motion carried. (For copy of Resolution, See Resolution Book 14, page 210).
9. **Other Business Update/Approval:** None at this time.

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

1. **Maintenance Issues and Report Update/Approval:**
  - Sneed reported that the HVAC has been fixed at the Courthouse Complex and that the coil that was replaced was just within the warranty by less than a month, and he stated that these coils are made thin to be more energy efficient however they get holes easier. He said that Johnson Controls and Hurst-Rosche Engineers are aware of these manufacturing issues with the coils and he suggested sending a letter to them to let them know that we are also aware of the problem. Sneed said he will also check to see if there is a warranty on the new coil.
  - Sneed reported that our County ADA Officer Holly Lemons visited the Committee with an itemized list of what needs to be addressed for the court rooms. He reported that the committee approved Circuit Clerk Holly Lemons to purchase a small oak table for Courtroom #3 that can be moved to accommodate handicap accessibility.
  - Sneed reported that they are working on leaks around the buildings after the last rain.
2. **Tuck-pointing Historic Courthouse Update/Approval:** Sneed reported that the coating is being put on the stone and it looks better than what it did before. He said that Western Waterproofing is also working on the bars on the basement windows, and stated that the bars were taken out on one corner of the building then sandblasted, painted and placed back.
3. **Cervi Communications Tower Update/Approval:** Sneed reported that we are still waiting on a reply from Cervi family Attorney Mike Glenn and Chairman Hertel doesn't want to sign anything until we are assured there are no liens on the property. Assistant State's Attorney Wilson stated that she has a call into Attorney Glenn and he has been busy with a court case.

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

1. **Incentives – EZ, abatements Update/Approval:** Hampton+Knodle stated that the County Mayors will meet again on May 20<sup>th</sup>, 2015 for an Enterprise Zone Mayors meeting and also that some communities have independently met with Daniels to discuss their EZ territory. She stated that Daniels attended an EZ Conference and will have more updates for the EZ mayors meeting, and that contracting someone to complete the legal description work will be the next step. Hampton+Knodle stated that the Communities are very engaged with working on the EZ and they will look at revised maps on May 20<sup>th</sup>, 2015.

2. **MCEDC Update/Approval:** Hampton+Knodle reported that new MCEDC Executive Director Will Shalter is settling in at the U of I Extension Office and that the board elected officers for the coming year. Officers include Chairman John Galer, Vice Chairman Tim Hopper, Treasurer Sheila White and Secretary Terri Miller. Hampton+Knodle also stated that she is pleased with the responses from all the community representatives who shared information for the CEDS document.
3. **Revolving Loan Fund Report Update/Approval:** Hampton+Knodle stated that Shalter will provide the RLF report in the future and at this time payments have been paid on the one outstanding loan.
4. **Planning Commission Update/Approval:** Hampton+Knodle stated we will need to fill two open positions on the Planning Commission for Kris Reynolds and Tobin Ott. She stated that Soil and Water Conservation District representative CJ Liddell has agreed to serve, and Hillsboro resident Don Karban is also being asked to serve.
5. **U of I Extension Chris Casey Economic Development Information Update/Approval:** Hampton+Knodle stated that Chris Casey has been working with the Health Department to work on sessions for workforce development and training.
6. **Utilities - Dakota Access, Grain Belt, and other Update/Approval:** Hampton+Knodle stated that Highway Engineer Smith has had some communication with these businesses about their easements. She said that the Dakota Access Pipeline project held a pre-administrative hearing with the ICC on May 5<sup>th</sup> regarding their final route and that we have submitted our letter objecting to eminent domain. Hampton+Knodle also stated that they are working on shape files to submit to Engineer Smith so we can see how this will impact our roads and get prepared for this project. Chairman Hertel stated that he received information regarding the transmission line and they didn't break down how much kwh they would produce. Gasparich asked about the general health and wellness for those who would live near this line and shared that there is not much information available on the dangers regarding the large amount of voltage that would be transmitted on these lines. Beeler stated that now is the time to submit our objections, comments or questions, and anyone interested can go online to submit our comments for a 30 day window. Citizen Bill Schroeder was in attendance at the meeting and stated that there was no public input allowed at this project's last hearing.
7. **Business Sites – Eagle Zinc Update/Approval:** Hampton+Knodle stated that cleanup work continues at the Eagle Zinc site and that we are hoping to hear by April 30<sup>th</sup> to see if Phase II funding has been approved.
8. **Planning Commission, Comprehensive Economic Development Strategy Update/Approval:** Hampton+Knodle stated that we are moving forward using the input that communities have shared.
9. **Update/Approval:**
  - **CEO Program:** Hampton+Knodle stated that eleven students attended the CEO trade show in Effingham on April 29<sup>th</sup>, 2015 and that she will share highlights of the program with the board members via email. Hampton+Knodle said that an orientation for the new students will be held on June 1<sup>st</sup>, 2015.
  - **Workforce Round Table:** Hampton+Knodle stated that there has been a lot of discussion that will be shared later this year.
10. **Population Recruitment Update/Approval:** Hampton+Knodle stated that the MCEDC will pursue this need by sending out mailings to county school alumni to see if they are interested in moving back to appreciate the amenities and life style that we have here in Montgomery County.
11. **CIPT – CEFS Update/Approval:** Hampton+Knodle stated that there is no new information at this time and efforts are being made to utilize CIPT transportation for a Nokomis children's' summer program.
12. **Resolution #04-2015 to Amend the County Liquor License Resolution to Allow a waiver of the County's Bond Requirement Update/Approval:** Hampton+Knodle stated there was a county business who has a county Liquor License who contacted her regarding the need for a waiver of the County Bond Requirement after good compliance is shown, similar to the practice that is currently in place with the State Department of Revenue. Hampton+Knodle stated that there is no cost to the County to amend the County

Liquor Ordinance for this purpose. Clerk Leitheiser stated that there are six businesses in the County who currently have a liquor license: Five full-time businesses- Diana's Restaurant in Nokomis, the Magnuson Grand Hotel in Raymond, and three located in the Coffeen area including the Indian Springs Golf Course, Indian Grove Campground and Forsee Winery. There is also a one-day license issued for the Big Dawg Dare charity event held in Litchfield each July. Leitheiser stated that the county received \$3,600 each year in liquor license fees. **Motion by Hampton+Knodle and second by Martin to amend the County Liquor License Resolution #04-2015 effective the 2015-2016 year to allow the County to waive its bond requirement when the business shows current proof that the Illinois Department of Revenue has waived their requirement. All in favor, motion carried.**

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

**Ambulance Call Reports:**

Collections: Savage reported that collection continues in a routine fashion.

**AMBULANCE REPORT:**

1. **Savage invited to Raymond and Farmersville Ambulance meetings:** Savage reported that he and Chairman Hertel are going to Farmersville tonight and will go to Raymond tomorrow night to explain the procedure about submitting their ambulance contracts and insurance on time in order to receive their funding.
2. **Panic Alarm Testing Update/Approval:** Savage reported that Holmes has tested the panic alarm system and everything is in good working order.
3. **Mitigation Planning Update/Approval:** Savage reported that the next meeting is scheduled for May 14<sup>th</sup>, 2015 at 6:30 pm at the Health Department.
4. **Meeting with County Insurance representative Tom Franzen on April 28<sup>th</sup> - Update/Approval:** Savage thanked Franzen for meeting with them to help draft the MOU that will be reviewed by Assistant State's Attorney Betsy Wilson and he reported that Director Holmes met with Tom Franzen regarding a MOU for IEMA.

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

1. **SOA Report Update/Approval:** Beeler stated that the new flyover is complete but it is not on the Beacon site yet. Beeler also reported that the committee recommended the purchase of a Printer/Copier/Scanner from Tom Day Business Machines so that large plats and maps can be printed, scanned or copied. The Recorders' Office and Supervisor of Assessments' Office will be sharing the up to \$11,000 expense for the unit from Recording Dept. Automation fees and GIS fees. **Motion by Beeler and second by Martin to purchase the Printer/Copier/Scanner in the amount of \$11,000 from Tom Day Business Machines. Maintenance agreement is \$496 for the year.** Beeler stated that the scanner will be housed in the County Clerk/Recorder's office. Miles asked if it will generate enough revenue to cover the costs to maintain it. Leitheiser replied that we don't know what the demand for these services will be, however she is getting a cost per copy from the Vendor. Leitheiser added that she will make sure the fees are comparable to what other comparable services charge. Moore asked about the warranty, and Durston confirmed it is a 30 day warranty. Plunkett stated that black and white copies are cheaper and stated there needs to be a discussion about where the revenue will go since two separate funds are paying for the unit. Chairman Hertel stated that the GIS system cost \$400,000 to start and funds from Recording department fees are working towards paying off that debt. Beeler stated that Lanier/Ricoh is the manufacturer of the unit. Martin stated that we need to scan documents in order to preserve them. Chairman Hertel stated that we were paying an outside vendor to scan in the plat maps before but we haven't done this for eleven years, so they need scanned now. Young asked if our computer server will hold all this data that is being scanned in and Leitheiser stated that County I.T. representative Watkins was there when the unit was demoed and assured her the county server can handle this. **All in favor, motion carried.**

2. **Jury Duty Resolution Update/Approval:** Beeler stated that the committee discussed the Resolution regarding Jury Duty fees. Circuit Clerk Lemons stated that alternate jurors are vital to the process and the way the legislation is now their compensation is \$25 for the first day and \$50 for the second and subsequent days and there is no mileage reimbursement. Circuit Clerk Lemons stated that the new law pays six jurors for a civil case so the fee of \$212.50 for a civil jury trial demand and \$175 for the first alternate juror and \$150 for each additional alternate juror and fee is to be collected from the first requesting part in each civil jury trial demand case as provided by 705 ILCS 105/27.1a(s). This fee is what the attorney pays to have the alternate jurors and not what the county pays for the jurors, and the attorney pays this when he files his case and asks for a Jury trial. Chairman Hertel stated that this fee structure may change if legislation reduces the fees. **Motion by Beeler and second by Gasparich to approve the Resolution fixing Juror Compensation and Jury Trial Demand Fees. All in favor, motion carried. (For copy of Resolution, see Resolution Book 14, pages 221-222).**
3. **Audit Recommendation from Personnel Committee on Health Insurance Update/Approval:** Beeler stated that due to the changes with the employee Health Insurance going from a 3<sup>rd</sup> party administrator to a fully funded program, questions came up with how the procedures are done with our present provider. The Personnel and Finance committees felt that it was a good time to do a Procedural Review of the program and Kerber, Eck and Braeckel from Springfield, Illinois will perform the procedural review for an amount not to exceed \$4,999.
4. **Proposals for Auditing Services Update/Approval:** Beeler stated that we are on a schedule to go out for bid on different professional services and that the committee approved to advertise for a Request for Proposal for auditing services. Beeler provided a rough draft that Assistant State's Attorney Wilson and Treasurer Jenkins are reviewing.
5. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval:** Beeler stated that the month coal revenue is down a little because the coal mine has been not operational for some time, and added that we will see this hit in the coming months as a result, which is a reminder that this money is not definite. Chairman Hertel stated that State Representative Bradley and State Senator Manar are co-sponsoring a bill that will enhance use of Illinois coal, and he said that he is supportive of this pending legislation and is hopeful for some additional information about it. Plunkett stated that there is a Press Conference in Springfield at 11:00 today to provide an update about the impact of this pending legislation. Deabenderfer stated that he spoke to local residents who told him that Dynegy's Coffeen plant tried to burn this coal but it hasn't been successful. Chairman Hertel stated that his understanding is that they can burn it if they do it the correct way. He also stated that the State of Illinois spent several million dollars to help the Coffeen Power Plant put in this scrubber and they never got an agreement that they would burn Illinois coal in exchange for those funds. Hampton+Knodle stated there should be an excise tax on coal, and that the severance tax is something different. Chairman Hertel stated that whatever tax is set has to be run through the Legal Department at the Illinois Department of Revenue and that there is a limit on what they can charge. Leitheiser stated that a handout is included in everyone's packet with contact information for the Department of Revenue and their various services.
6. **FY 2016 Budget Hearing Dates and Salary for Non-Union and Supervisors Update/Approval:** Beeler reminded everyone that the budget hearing dates are scheduled for Monday, 7-20-15, Tuesday, 7-21-15 and Thursday, 7-23-15. Beeler reported that the committee reviewed spreadsheets with the consumer price index and noted that the cost of living is lower so the committee recommends salary increases for non-union employees at \$.30 per hour. She said that last year's salary increase was \$613 for the year or \$.34 per hour and was comparable to what the union employees received. Beeler stated that based on the economic analysis of the consumer price index and the cost of living at a stagnant level, she recommends \$.30 an hour for non-union employees. Hampton+Knodle asked what the total budget impact would be and Beeler replied that it will be about \$30,000 which also includes the Health Department's 40 employees. Beeler also stated that the County Board sets the ceiling and office holders don't have to give employees

that much of a raise per employee. **Motion by Beeler and second by Bergen to approve a FY 2016 salary increase for the non-union non-exempt employees of \$546 per year and \$624 for the full time exempt employees. All in favor, motion carried.**

7. **Public Defender Contract Update/Approval:** Beeler reported that the committee reviewed a copy of the Public Defender Contract and that Chairman Hertel has signed it.
8. **County FY 2014 Audit Presentation by Patton & Associates Update/Approval:** Beeler thanked Patton and Associates for spending extra time with her going over the audit report. She said that the audit was given to board members last month and the Finance Committee recommends its approval. **Motion by Beeler and second by Graden to approve the FY 2014 Audit report. All in favor, motion carried.**
9. **Zobrio Accounting Software Implementation and Training Update/Approval:** Beeler reported that the County Clerk and Treasurer's offices went May 1<sup>st</sup>, 2015 on the new Zobrio accounting software and payroll will go live on July 1<sup>st</sup>, 2015. Leitheiser reported that the County Clerk's office is now using the new software and additional training for her staff will be scheduled.
10. **Collection and Tracking of County Grants Update/Approval:** Beeler stated that we have been told by the auditors that we need to do a better job of tracking our grants when they are received. Beeler stated that we need to develop a centralized and consistent Grant Tracking system and involve all Department Heads who receive grants. Beeler invited anyone to be a part of this process if they are interested.
11. **Real Estate Tax Bills Update/Approval:** Beeler reported that tax bills have been mailed and the due dates are June 10<sup>th</sup>, 2015 and September 2<sup>nd</sup>, 2015.
12. **Collection of all County Contracts/Agreements Update/Approval:** Beeler stated that Assistant State's Attorney Wilson continues to work on reviewing all the contracts.
13. **Utility & Electric Rate and Fees Review Update/Approval:** Beeler reported that the Finance Committee held a special meeting at 8:00 am this morning to review and approve the utility electric rate proposals. **Motion by Beeler and second by Bathurst to approve the low bid from Direct Energy for a two year contract in the amount of 0.05295 pending review of the contract with the State's Attorney's Office.** Chairman Hertel abstained from voting. **All remaining members in favor, motion carried.**
14. **Other Business- Update/Approval:** Beeler stated that the committee also discussed the fact that fees and revenue are down and they are reviewing information about Bellwether, LLC, a consulting firm that could perform a fee comparison. Leitheiser has set up a meeting with the Bellwether rep. for later this month and Beeler invited anyone who is interested to join if they are interested.

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

1. **Elections Update/Approval:** Beck reported that the April Consolidated Election went well and asked Clerk Leitheiser to give a report. Leitheiser reported that there was a 21% turnout and that Chairman Hertel asked her to look into the cost per vote for the election and that cost \$15.11 per vote. She said that in order to bring election costs down, legislative changes are needed. Hampton+Knodle asked if there is a bill to eliminate uncontested races in local consolidated elections, and Leitheiser stated this proposal will probably not be successful at the legislative level. Beeler thanked the County Clerk's office for doing what they can to reduce election costs, such as doing all the ballot layout work in her office. Chairman Hertel agreed that stated that a few years ago it was \$21 per vote with the same turnout but it is now \$15 per vote because of doing the ballots in house, and also commended Leitheiser and her staff for their efforts.
2. **EPA Report Update/Approval:** Beck reported that there is no state funding for a Household Hazardous Waste collection.
3. **Recycling Program and Events Update/Approval:**  
**Panama Recycling Center Drop Off – On VFW property:** Beck said that the committee reviewed an Intergovernmental Agreement with Panama that Assistant State's Attorney Wilson drafted so that the County can install a drop-off shed in Panama. Beeler asked why the community doesn't pay for the structure themselves and Chairman Hertel replied that we have always paid to put these up in the communities including Hillsboro and Litchfield, however this is the first time we have an Intergovernmental Agreement with a village. He said that it is our structure and we want to protect our interest, so an agreement is important. Graden stated that the structure is about \$4,000 and we are

depreciating it over five years for \$800 per year. Beeler stated that there is no recycling pick up there now and asked if it will cost more money and labor to pick them up. Beck stated that the staff goes to Donnellson now so it is not much further. Beeler asked if our insurance coverage will go up and Chairman Hertel asked County Insurance representative Franzen about the insurance and he replied that it would just be an additional cost of about \$25 or \$30 to the annual premium. Young asked about the manpower if we can do this additional route and Beck stated that recycling staff can handle it. Chairman Hertel stated that the commodities prices are low and we need the material. Plunkett stated that the recycled material brings in a little revenue to the county and that since part of Panama is in Bond County, we may get some of their recycling since they do not have a county recycling program. **Motion by Beck and second by Sneed to approve the Intergovernmental Agreement to construct a Recycling drop off in the Village of Panama. All in favor, motion carried. (See Resolution Book 14, p. 223-224).**

**Electronics Recycling Drive:** Beck reported that BLH of Springfield held an Electronics Recycling Drive on April 25<sup>th</sup>, 2015 and it went very well and they have requested to do another collection in the fall. Beck also stated that BLH is looking for a location in Montgomery County which would eliminate the drives.

- 4. Animal Control Facility Program Update/Approval:** Beck reported that the committee discussed and approved hosting rabies clinics in Nokomis, Raymond, Waggoner and Farmersville. Beck also reported that APL gave Animal Control a large donation of kitty litter and some doggie treats. Beck stated that Animal Control was invited by the U of I Extension office to participate in a Safety program that they are hosting at the fairgrounds today for all fourth grade students in the County. Daniels will be doing a program on pet safety and will have information and handouts for over 300 students. Beck reported that last fiscal year the Animal Control program had some expenses like veterinary and spay/neuter costs that were over budget and the committee discussed transferring money from the Vanek Estate to reimburse the general fund. Chairman Hertel stated that Mrs. Vanek would have wanted money spent on spay and neuter and transporting the animals and next year these expenses will be budgeted from the Vanek Estate funds.

**Motion by Beck and second by Graden to transfer \$7,234 from the Vanek Estate to the General Fund. All in favor, motion carried**

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

- 1. 2015 MFT Oil Letting Update/Approval:** Miles reported that the committee approved the low bids from Litchfield Bituminous and Louis Marsch and JTC Petroleum for the county and township road districts in 2015.

**Motion by Miles and second by Young to approve the low bids if figures were all acceptable. All in favor, motion carried.**

- 2. Update/Approval Above-Ground Fuel Tanks:** Miles stated that Engineer Smith is working on getting the above ground fuel tanks installed after the crew relocates one of the storage bins.
- 3. Update/Approval Pine Street, Irving:** Miles reported that that are looking at a start date of Monday, October 5<sup>th</sup>, 2015 for the Pine Street project.
- 4. Update/Approval Pipeline Permit/Road Use Agreement:** Miles reported that Engineer Smith is working on the pipeline permits.
- 5. 2015 MFT Funding Update/Approval:** Miles reported that in the month of March the state cut the MFT funds that all counties received by one half which for Montgomery County amounts to \$17,000. Engineer Smith stated that these cuts also affect the townships that are already hurting for funds. Chairman Hertel stated that he supports a statewide \$.01 increase in sales tax to help the state revenue issues. Miles stated that the committee would like Chairman Hertel to send a letter on behalf of the County Board to stop taking MFT funds and that this fund is not intended to pay for other bills that the state should be paying from their general fund. **Motion by Miles and second by Webb to approve for the Chairman of the Board to send a letter to Elected State Officials objecting to taking the MFT funds. All in favor, motion carried**
- 6. Red Ball Trail Update/Approval:** Miles reported that there are no updates at this time.
- 7. Other Business Update/Approval:** Miles reported that Engineer Smith has billed two townships for approximately \$70,000 that they owe the County for projects that were done three years ago. Smith

reported that the State has not approved the paperwork for the projects and that when a project is complete they go through the file and turn over the documents to the State so they can check that everything meets their requirements. Hampton+Knodle asked if we submitted our paperwork on time three years ago and Smith replied that the state is working on a skeleton crew and it takes a while for them to process the paperwork at their level.

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

1. **Zobrio Human Resources and Time Keeping Modules Update/Approval:** Bathurst stated this software will help us keep track of FMLA and time off and the plan will be to come back and train each office employee who submits the payroll for their office. Bathurst stated that Undersheriff Robbins has volunteered to be the first office to be trained on the new software, and the cost is \$4,295 with an annual maintenance of \$1,641.45 which will increase at the cost of living level but no more than 5% each year. Deabenderfer asked if this expense is in the budget and Beeler stated that it is. Gasparich asked if any additional hardware equipment is needed to be purchased so this data could be entered and Bathurst replied no. Gasparich asked if employees will record their daily attendance in this software and Bathurst stated they won't because timekeeping is a separate module in the Zobrio software. Beeler stated that there are many ways for employees to enter their daily attendance. Chairman Hertel stated that it will be much easier for the payroll person to enter the payroll by using tables established by this software. Martin stated that the tables are updated based on what increases are given and will make the data entry more streamlined and more efficient and that the software will allow easier entry for performance reviews, certificates of achievements and employee identity information. **Motion by Bathurst and second by Hampton+Knodle to approve the purchase of the Zobrio Human Resource Module in the amount of \$6,936.45 for the software and the maintenance. All in favor, motion carried.**
2. **Employee Health Insurance Update/Approval:** Bathurst stated that we are moving along with the transition to the new employee Health Insurance.
3. **Employee Dental and Vision Insurance Update/Approval:** Bathurst stated that the committee met to review the dental and vision insurance for an additional cost of \$89,910. Miles asked if this amount is paid by the employees and Bathurst said this is a county cost and she stated that the employees pay a portion of the total health insurance premiums. Gasparich asked if we bid the Dental and Vision insurance and Bathurst stated that it was not bid. New County Blue Cross Blue Shield Health insurance representative Shannon Hall stated that her company bid it out and they looked at several different vendors and this final expense is less cost for the County than the expense in the self-funded program was. **Motion by Bathurst and second by Bergen to approve that the county pay for the employee Dental and Vision insurance with Guardian Insurance and Dearborn National Insurance for life insurance and TASC for managing the flex spending accounts. All in favor, motion carried.** Martin asked if we are going to pass some of this cost onto the employees and Chairman Hertel stated that the subject will come up at the July budget hearings and it also depends on union negotiations.
4. **First Payment to Blue Cross Blue Shield \$90,000 – Add BCBS to the Prepaid Vendor List –Also add Dearborn Insurance and Guardian Update/Approval:** Bathurst stated that we are waiting on the first invoice from BCBS at this time and the county should also expect to pay BCBS subsidiaries Dearborn Insurance for employee life insurance and Guardian Insurance for employee dental and vision insurance. It was also recommended by the Finance Committee last week to add TASC and Illinois Public Risk Fund to the Prepaid Vendor List. **Motion by Bathurst and second by Beeler to approve the Prepaid Vendor List additions of Blue Cross Blue Shield, Dearborn Insurance and Guardian Insurance, TASC (Total Administrative Services Corp.) and Illinois Public Risk Fund. All in favor, motion carried. (See Resolution Book 14, page 225).**
5. **Hillsboro Hospital Health Screening – Wellness Benefit:** Bathurst stated that report was given at the beginning of the meeting.

6. **Local 773 in the Sheriff's Department Contract:** Bathurst stated that the committee negotiated the contract with the Sheriff's Department Local 773 Dispatchers unit and the only change was in wages. The wages will increase \$.45 per hour for the first year, and \$.35 per hour for the second and third year. Bathurst stated that we found out from the business agent that they did vote to approve the contract on March 26<sup>th</sup>. This unit would not agree to the 4 week vacation cap on new employees like the Jailers did. The members voted to approve this contract. **Motion by Bathurst and second by Moore to approve the three year contract with Local 773 Telecommunicators and the other Job classes in the Sheriff's Department Local 773. This contract excludes the Correctional Officers. Wages increases are \$.45 per hour for the 1<sup>st</sup> year and \$.35 per hour for the second and third year. Hampton+Knodle voted No. All remaining members in favor, motion carried.** Hampton+Knodle stated that revenue is not increasing and yet we keep setting new bench marks for wages. Bathurst stated that this is what we are trying to do with the \$.30 per hour increase for non-union employees and that when the county negotiates three years ahead and it is hard to know what revenues will be.
7. **Other Business Update/Approval:** Three union contracts will be expiring soon and plans were made to send notice to those union representatives to begin the negotiating process.
8. **Executive Session for the purpose of Litigation and Property Acquisition Update/Approval:**  
 Motion to enter into executive session for the purpose of Litigation and property acquisition by Bathurst and second by Martin. TIME: 10:55 am.  
 Motion by Graden and second by Wendel to come out of Executive Session. TIME: 11:16 am  
**Motion by Young and second by Graden to pay the Central Laborers' Pension, Welfare & Annuity Funds a total of \$6,007.48. All in favor, motion carried.**

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

**ANNOUNCEMENTS:** Gasparich stated that with the large amounts of paper housed in the building, the Historic Courthouse has a need for the Hillsboro Fire Department to walk through it to locate these areas in case of fire. Sneed agreed to have the Building and Grounds Committee look into this need.

**SCHEDULE CHANGES:** None at this time.

**APPOINTMENTS:** Motion by Hampton+Knodle, second by Martin to appoint CJ Liddell to serve on the Planning Commission. 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 Martin and second by Webb to pay any invoices for Adams, PC or Books & Moore and to Point of Light Awards. Voice Vote: In favor – 18 Against – 0, Absent – 1, Abstain -2 (Moore, Beck). Motion carried.
2. Motion by Savage and second by Hopper to pay all other approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2015.

**ADJOURN:** Until the Full Board Meeting on Tuesday, June 9<sup>th</sup>, 2015 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Bathurst and second by Robinson to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 11:19 a.m. Minutes respectfully submitted and recorded by Montgomery County Clerk and Recorder Sandy Leitheiser.