

## Montgomery County Board Minutes

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**For Tuesday, May 14<sup>th</sup>, 2019 – 5:30 PM**

The following are minutes of a regular meeting of the Montgomery County Board held at 5:30 PM on Tuesday, May 14th, 2019 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 Evan Young at 5:30 PM.**

**Roll call vote: 18 members present, 3 members absent.**

**Members Present:** Connie Beck, Bill Bergen, Glenn Bishop, Ronald Deabenderfer, Kirby Furness, Chuck Graden, Mark Hughes, Sandra Johnson, Jeremy Jones, David Loucks, Dennis McCammack, Gene Miles, Jim Moore, Earlene Robinson, Glenn Savage, Bob Sneed, Donna Yeske, and Evan Young

**Members Absent:** Megan Beeler, Dillon Clark, Richard Wendel

**Pledge of Allegiance to the flag was led by Montgomery County Farm Bureau Director Katie Wilson.**

**Mileage and Per Diem Approval: Motion by Miles and second by McCammack to approve the mileage and per diem. Roll call vote: Beck, Bergen, Bishop, Deabenderfer, Furness, Graden, Hughes, Johnson, Jones, Loucks, McCammack, Miles, Moore, Robinson, Savage, Sneed, Yeske and Young. All in favor, motion carried. Absent: Beeler, Clark and Wendel**

**Approval of Minutes of Previous County Board Meeting: Motion by Moore and second by Deabenderfer to approve the Minutes of the Previous County Board Meeting held on Tuesday, April 9<sup>th</sup>, 2019. All in favor, motion carried.**

**CONSENT AGENDA:**

1. **Ambulance Billing Report** --- Sherry Greenwood – report was submitted.
2. **Animal Control Report** ---- Amanda Daniels – report was submitted.
3. **Circuit Clerk’s Report** ---- Holly Lemons was present for questions.
4. **Coroner’s Report** --- Randy Leetham was present for questions.
5. **County Clerk and Recorder’s Report** ---- Sandy Leitheiser was present for questions.
6. **Health & TB Department Report** ---- Hugh Satterlee was present for questions.
7. **Highway Department Report** --- Cody Greenwood -- report was submitted.
8. **Probation Office Report** ---- Bane Ulrici – report was submitted.
9. **Public Defender’s Report** ---- Erin Mattson – report was submitted.
10. **Recycling Report** ---- Mike Hand --- report was submitted.
11. **ROE - Monthly and Quarterly Reports** – Julie Wollerman – report was submitted.
12. **Sheriff’s Report** ---- Rick Robbins was present for questions.
13. **SOA Report** ---- Ray Durston --- report was submitted.
14. **Treasurer’s Report** ---- Nikki Lohman was present for questions.
15. **V.A.C. Report** ---- Dave Strowmatt --- report was submitted.

**APPROVAL OF 15 ITEMS ON THE CONSENT AGENDA: Motion by Hughes and second by Johnson to approve the 15 items on the Consent Agenda. All in favor, motion carried.**

## **LIAISON REPORTS:**

- **708 Board** – Robinson stated the 708 board met last night to review the applications for this year’s funding cycle, and the applicants will be interviewed at next month’s meeting.
- **CEFS Board** – Robinson reported representatives are wanting to do a fundraiser for CEFS to help with their program expenses. She will be collecting donations of Rubbermaid take-along containers for the Head Start Program.
- **911 Board** – Bill Bergen stated he will give an update during the EMA Committee report.
- **Health Department** – Dillon Clerk was absent. No report.
- **IL Association of County Officials** –Bergen stated there is nothing to report.
- **MCEDC** – Yeske stated she will give an update during the Economic Development Committee report.
- **Planning Commission** – Deabenderfer stated the Planning Commission will discuss changes to the County Wind Ordinance at their June meeting.
- **Senior Citizens Board** – Deabenderfer reported the Senior Citizen Board meets Quarterly, and they are having a hard time this year having a quorum.
- **UCCI** – Miles stated there was no meeting in April, and the next meeting will be at the end of May.
- **U of I** – Beck reported their next meeting will be held on October 18<sup>th</sup>, 2019.
- **WCDC** – Wendel was absent. No report.

## **COMMITTEE REPORTS:**

### **COORDINATING COMMITTEE:** Given by Chairman Evan Young:

1. **Information Systems Report Update:** Young reported IT Director Curt Watkins attended the Coordinating Committee meeting and gave an update on their projects.
2. **Meeting with Deer Run Coal Mine Update:** Young reported he and Donna Yeske met with Mark Cornell at Deer Run Coal Mine recently and received an update on their mining operations.
3. **Farm Bureau Director Katy Wilson Update:** Chairman Young deferred to Katie Wilson, who addressed the board regarding the Annual Legislative Breakfast Meetings held in the past. She asked for input about changing the time of the meeting, since county board meetings are in the evenings now. Wilson said she will check with the Legislators to see what time of day would work best for them and report back to Chairman Young.
4. **Other Business Update/Approval:** None

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

1. **Resolution #2019-05 to Appropriate Funds for 1188 BCA, North 17<sup>th</sup> Avenue, Pipe Culvert in Irving Township 50% and County 50% Approval:** Motion by Miles and second by Sneed to approve Resolution #2019-05 to appropriate funds for 1188 BCA on North 17<sup>th</sup> Avenue, pipe culvert in Irving Township at 50% and County 50%. The County share is \$3,000. All in favor, motion carried. (See Resolution Book 17, pages 267-268).

2. **Resolution #2019-06 to Appropriate Funds for 1189 BCA, Montgomery County Highway Department Asset Management Program Approval:** Motion by Miles and second by Bergen to approve Resolution #2019-06 to appropriate funds for 1189 BCA, Montgomery County Highway Department Asset Management Program at a net cost to the County of \$12,700. All in favor, motion carried. (Resolution Book 17, pages 269-270).
3. **Resolution #2019-07 to Appropriate Funds for 1190 BCA, Irving Road, (CH #5) Pipe Culvert which is a 100% County Project Approval:** Motion by Miles and second by Furness to approve Resolution #2019-07 to appropriate funds for 1190 BCA on Irving Road, (CH #5) Pipe Culvert which is a 100% County Project in the amount of \$4,000. All in favor, motion carried. (See Resolution Book 17, pages 271-272).
4. **Resolution #2019-08 to Appropriate Funds for 1191 BCA, Oconee Avenue (CH #2) Pipe Culvert 100% County Project Approval:** Motion by Miles and second by Graden to approve Resolution #2019-08 to appropriate funds for 1191 BCA on Oconee Avenue (CH #2) pipe culvert, which is a 100% County Project in the amount of \$12,000. All in favor, motion carried. (See Resolution Book 17, pages 273-274).
5. **Resolution #2019-09 to Appropriate Funds for 1192 BCA on North 15<sup>th</sup> Avenue, Pipe Culvert in Butler Township at 50% and County portion at 50% Approval:** Motion by Miles and second by Moore to appropriate funds for 1192 BCA on North 15<sup>th</sup> Avenue, pipe culvert in Butler Grove Township at 50% and County portion at 50% in the amount of \$4,750. All in favor, motion carried. (See Resolution Book 17, pages 275-276).
6. **Equipment Purchase Update:** Miles reported the committee discussed purchasing a Tandem Steel Drum Roller, with the rental cost per month to be \$5,000 to \$6,000. Miles said a new machine would cost \$175,000 and a used one would cost \$109,000. He said Greenwood would like to purchase one in the range of \$60,000 to \$80,000. Young suggested renting a machine to own and negotiating the price. Miles said Greenwood also discussed purchasing a larger mower/tractor for the Wright Automotive property. Miles reported Greenwood is checking with Nails Equipment in Litchfield and also found a commercial Kubota rider for \$15,000.
7. **New Highway Department Building Update:** Miles reported the Highway Department staff has been cleaning at the Wright Automotive Property recently purchased for the Highway Department.

**FINANCE COMMITTEE REPORT:** Given by Committee Vice-Chairman Jim Moore:

1. **Sheriff Department Personnel Update:** Moore asked Sheriff Robbins for a report on personnel for the Sheriff's department. Robbins reported they hired four deputies recently, and one will be sent for training to the Police Academy for 14 weeks. Robbins said he will be hiring one more deputy. He reported he also hired a correctional officer due to a recent personnel transfer from corrections to the patrol side, and this staff person will also start the academy on Monday. Robbins stated he interviewed two dispatchers who are moving onto the next stage of testing.
2. **Capital Improvement Fund Reports Update:** Moore reported the committee reviewed the Capital Improvement Fund Report and discussed an update on investments.

3. **FY 2018 Audit Report Presentation by KEB Approval:** Moore reported the FY 2018 Audit report was given last month and the board members were given 30 days to review the report. **Motion by Moore and second by Furness to approve the FY 2018 Audit Report as presented by KEB at the April board meeting. All in favor, motion carried.**
4. **FY 2018 Circuit Clerk Audit Approval:** Moore reported the FY 2018 Circuit Clerk's Office Audit Report was given to board members at the March meeting for review and needed approval. **Motion by Moore and second by McCammack to approve the FY 2018 Circuit Clerk's Audit report as submitted by KEB. All in favor, motion carried.**
5. **FY 2020 Budget Hearing Dates Update:** Moore reported the budget hearing dates will be on July 15<sup>th</sup> and July 17<sup>th</sup>, 2019, starting at 8:00 am. Beeler will draft a memo for all the offices about preparing the budget, and it will be sent out after the May board meeting.
6. **Salary Increases for FY 2020 Approval:** Moore reported the Personnel Committee recommended a \$.45 per hour increase for full time non-union employees in the general fund. **Motion by Moore and second by Johnson to recommend a \$.45 per hour salary increase for full time non-union employees in the general fund for FY 2020. All in favor, motion carried.**
7. **County Starting Salary Change Approval:** Moore stated the committee agreed the current starting salary of \$11.25 per hour is not a livable wage, and they suggested it be raised one dollar per hour to \$12.25 per hour, plus these employees would also get the \$.45 per hour increase as of December 1<sup>st</sup>, 2019. He said the annual starting base salary for a 35 hour a week worker would also be \$22,295 as of December 1<sup>st</sup>, 2019. **Motion by Moore and second by Sneed to make the county minimum starting salary \$12.25 per hour starting December 1st, 2019.** Moore confirmed on December 1<sup>st</sup>, 2019, employees paid under \$12.25 would increase to \$12.25 and then also get the \$.45 per hour so their wage would increase to \$12.70 per hour. **All in favor, motion carried.**
8. **Recycling Funding Update:** Moore stated the committee has been discussing ways to fund the recycling program.
9. **IMRF Update:** Moore reported Treasurer Lohman and Treasurer staff person Liz Holcomb recently attended a seminar hosted by IMRF.
10. **Prepaid Vendor List Revisions Approval:** Moore reported the committee reviewed and approved to the following three vendors to the pre-paid vendor list: CTI, Illinois Century Network and Technology Management Revolving Fund/Department of Innovative Technology (DOIT). **Motion by Moore and second by Yeske to add CTI, Illinois Century Network and Technology Management Revolving Fund/DOIT. All in favor, motion carried. (See Resolution Book 17, pages 277-278).**
11. **Bid out Electric Rates Approval:** Moore reported Electric Rates Bids were opened earlier today at a special Finance Committee meeting, and the committee voted to approve the low 24 month (2 year) bid from Your Choice Energy in the amount of \$.04245 per kWh. **Motion by Moore and second by Hughes to approve a 24 month agreement with Your Choice Energy for Electricity pending review from the State's Attorney in the amount of \$.04245 per kWh. All in favor, motion carried.**

12. **Resolution to Convey Tax Deed for Parcel 13-06-259-009 in Witt Township to ABW Auctions LLC Approval:** Motion by Moore and second by Miles to approve the resolution to convey deed for Parcel 13-06-259-009 in Witt Township to ABW Auctions LLC. All in favor, motion carried. (See Resolution Book 17, pages 279-280).
13. **Resolution 2019 CO-5 Establishing Civil Fees and Criminal & Traffic Assessments to be Charged by the Clerk of the Circuit Court Approval:** Clerk Lemons shared the revised resolution establishing Civil Fees and Criminal & Traffic Assessments given to county board members last month for a 30 day review. She said this new legislation will take effect on July 1<sup>st</sup>, 2019 and sunset in January, 2021. Lemons shared a spreadsheet regarding the fee structure for the county general fund and other county and state funds for Criminal and Civil court fines and fees. She said one of the major changes the county can anticipate is a reduction in the amount of money received from traffic citations and reported each county has to approve a resolution establishing fund parameters. Lemons reported \$247,000 was collected from traffic citations last year, and most of this money collected in the future will go to the State. Lemons stated she won't know how this new law will impact the county until next year. Lemons also explained the new waiver system for criminal offenses and stated waivers don't apply to traffic citations. **Motion by Moore and second by Robinson to approve Resolution #2019 CO-05 establishing Civil Fees and Criminal & Traffic Assessments to be charged by the Clerk of the Circuit Court. Voice Vote: Voting no were Savage and Sneed. All others voted in favor, motion carried.** (See Resolution Book 17, pages 281-296).
14. **Arming of Deputy Coroners Update:** Hughes asked when the Coroner would be getting the guns he purchased last year for his Deputy Coroners. Chairman Young stated the issue was the Deputy Coroners' guns had to be insured under our county insurance, and our insurance carrier needs them added to our inventory first. Coroner Leetham stated the updated inventory including the guns was given to the Treasurer's Office that day, so the issue should be resolved.
15. **I.T. Department Staffing Update:** Moore reported I.T. Director Watkins posted the IT position and is now reviewing resumes and applications. Moore said Watkins will bring the information to the committee when the hiring decision is made.
16. **Other Business Update:** Moore stated Treasurer Lohman reported her office is implementing other payment options for property tax payments to include debit and credit cards and electronic checks. He stated Lohman also reported to the committee she is looking for information about selling mobile home taxes at the annual tax sale to clean up areas of the county where derelict mobile homes are located. She will contact county trustee Meyers and Associates for more information. Lohman said the county has recorded liens in the past when taxes on mobile homes have gone unpaid, and she stated not many are paid and the liens released. Lohman reported many other counties sell mobile home taxes at tax sales, and it has gone well.

**H.W.E. COMMITTEE REPORT:** Given by Committee Chairman Chuck Graden:

1. **Elections Update:** Graden said Clerk Leitheiser stated automatic voter registration should be fully implemented later this year. She reported the county recently received

some grant funds from the Illinois State Board of Elections for the cybersecurity Illinois Century Network connection.

2. **EPA Report Update:** Graden reported we received the quarterly reimbursement from the State today for the EPA program.
3. **Recycling Program and Events Update:** Graden reported the electronic recycling drive was held on Saturday in Hillsboro.
4. **Other Business Update:** Graden reported county citizen Amy Patton addressed the committee and stated she would like to see businesses have their recycling picked up again. Graden reported we have a deficit of about \$100,000 for the recycling program, and the committee has been discussing how to obtain more revenue for recycling. Graden stated he would like to see the county citizens given the opportunity to vote on whether to keep the recycling program. Young reported it costs the county about \$2,000 to ship a truck load of cardboard.

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

1. **Smart Watt Energy Survey Audit Proposal Update:** Sneed reported the Smart Watt project manager is working to finalize contracts with sub-contractors, and the project will start soon.
2. **AMEREN Pipeline Easement Update:** Sneed reported Chairman Young met with AMEREN to conduct negotiations for this easement, and another meeting is scheduled soon.
3. **Maintenance and Cleaning Issues and Report Update:** Sneed reported there have been a few issues with the chiller unit blowing fuses at the Courthouse Complex, but they are being addressed.
4. **Conference/Lactation Room in the New Courthouse Update:** Sneed reported these rooms are complete and the signage has been installed.
5. **Sound System for County Board Room Update:** Sneed said he had referrals for potential sound companies, and local vendors and will be bringing more information to the committee next month.
6. **Surplus Property Update:** Sneed reported a memo has been sent to Office Holders regarding their surplus property asking for a list of their items with a return deadline of 5/15/2019. Sneed said Wendel agreed to allow use of his trailer to transport the items to the Highway Department for storage until a surplus auction can be held there.
7. **Other Business Update:** Sneed reported we have bees swarm every year on the northwest corner of the Historic Courthouse. Former County Board member and local beekeeper Tim Hopper addressed the committee and gave an overview of the bee problem and how it can be alleviated. Sneed also reported carpet cleaning was done at the Courthouse Complex.

(Note: Member Jones left the meeting during this report.)

**ECONOMIC DEVELOPMENT COMMITTEE REPORT:** Given By Committee Chairwoman Donna Yeske:

1. **Manufactured Housing Update:** Yeske reported Melba Petroline of Coventry Homes addressed the committee regarding manufactured homes and gave an overview about her

business located in Litchfield. Petroline offered to work with the communities on the housing shortage issues in the county.

2. **Enterprise Zone Update/Approval:** Yeske reported the next mayors' meeting is scheduled for June 19<sup>th</sup>, 2019 at 6:00 pm in the County Board Room. She shared a flyer prepared by MCEDC Director Valerie Belusko with facts about the county and stated she will ask the mayors to help distribute these and she hopes promote more involvement.
3. **Country Bend Campground (Former Girl Scout Camp in Honey Bend) in Litchfield Update:** Yeske reported Country Bend Campground bought the former Girl Scout camp in Honey Bend, and she said the committee will review the county hotel tax ordinance to confirm they can be taxed before sending them paperwork.
4. **Planning Commission Update:** Yeske reported only two members of the Planning Commission were present at the last meeting so there was no quorum. She said they will review the county wind ordinance at their next meeting.
5. **MCEDC Update:** Yeske reported the following:
  - **Revolving Loan Fund Update/Approval:** No report was submitted
  - **CEO Program Update/Approval:** Yeske reported the CEO Program had a Trade Show at Aumann Auction in Nokomis on May7, 2019.
  - **Broadband/Fiber Project Update/Approval:** Yeske reported CTI is doing well and their representatives will meet with the City of Litchfield.
6. **Tourism Update:** Yeske reported we will be members of the Great Rivers and Routes Tourism group on June 1<sup>st</sup>, 2019.
7. **Tourism Grant Applications Update:** Yeske reported the checks have been mailed to the tourism grant recipients.
8. **Green Diamond Bike Trail Update:** Yeske reported it is on the county highway department's to-do list to move the barricades back on Grain Leg Avenue and Morrisonville Avenue.
9. **Eagle Zinc Cleanup Update:** Yeske stated they are still moving dirt when weather permits.
10. **West Central Development Update:** Young reported he will set up a meeting to see what we can get going. Savage read an email regarding two job openings at WCDC- one is a position for a Fiscal Officer which requires a degree in accounting.
11. **Other Business Update:** None

**E.M.A. and AMBULANCE REPORT:** Given by Committee Chairman Bill Bergen:

1. **Monthly Report Update:** Bergen reported the ambulance billing department re-submitted paperwork sent out incorrectly and was able to collect about 10% to 20% of these bills.

**E.M.A.:**

1. **911 System Update:** Bergen reported the ETSB/911 board decided to keep the Telecommunicators at the Sheriff's Office; now they will start working on the details of placement of the new consoles. Bergen stated the 911 board will meet Thursday evening. Sheriff Robbins and EMA Coordinator Nimmo are working together to finalize a one year contract. Bergen reported the County was recently approved for a \$180,000 grant for new 911 system software.
2. **Map Project/GIS Update:** Bergen reported the new 911 Map Books should be ready in November.

3. **EMA/911 Meetings/Responses/Training Update:** Bergen reported the Village of Fillmore recently purchased a used weather siren from another community because theirs had been failing. Bergen announced EMA Coordinator Nimmo was selected to serve on the State of Illinois executive committee for the IESMA and Graden stated the County received 15 new Starcom radios (valued at \$5,000 each) from state surplus.

**PERSONNEL COMMITTEE REPORT:** Given by Committee Chairman Kirby Furness:

1. **Employee Health Insurance Update:** Furness reported Tony Johnston and Amanda Mast of CIBC attended their committee meeting and shared reports with comparisons of other health care plans and costs in our area including the City of Hillsboro. Furness said Mast has scheduled educational visits with county offices for May 15<sup>th</sup> and 16<sup>th</sup>, 2019. Furness stated Sheriff Robbins is trying to get insurance rate comparisons from other counties, and the committee hopes to have a decision made by the next meeting for budget hearings. Furness reported the HRA utilization as of April 24<sup>th</sup>, 2019, was \$10,568.
2. **IMRF – Letter from Kane County Illinois Update:** Furness reported Lohman told the committee we received our proposed 2020 IMRF rates, which are going up to just under 1%, so we will be at about 10% in 2020. Furness said the changes in the IMRF were not as catastrophic as earlier projected. He said we will get our final rate in November, 2019, and it shouldn't change much. If the market rebounds, we may get a positive amount.
3. **Recycling Facility Staffing/Grievance Update:** Furness reported the committee changed their regular committee meeting date to Tuesday, May 28<sup>th</sup>, 2019, and will also address a grievance filed by Local 773 representing the Recycling Department.
4. **Minimum Wage Legislation Update:** Furness reported the committee will continue to work to get a plan to comply with the new legislation increasing the minimum wage to \$15 per hour by 2025.
5. **Salary Increases for FY 2020 Update:** Furness reported the committee discussed and made a recommendation to the Finance committee to increase salaries by \$.45 per hour for non-union general fund employees.
6. **Employee Personnel Manual Update:** Furness reported the Legal Department from IPMG will be working on the Employee Personnel Manual updates.
7. **Other Business Update/Approval:** Furness said Clerk Leitheiser reported due to new state law, the county would not have to approve an annual prevailing wage ordinance for local newspaper publication. She told members the county will still have to comply with the prevailing wage; however, the State no longer requires local governments to pass the ordinance or publish it in the local newspapers.

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

**Motion by Deabenderfer and second by McCammack to approve the eight committee reports and minutes. All in favor, motion carried.**

**SCHEDULE CHANGES:** Chairman Young said the Personnel Committee meeting has been rescheduled from May 30<sup>th</sup> to May 28<sup>th</sup> at 5:00 pm at the County Board room in the Historic Courthouse.



**APPOINTMENTS:** Motion by Miles and second by Bishop to re-appoint Kenneth C. Durbin to the Montgomery County Housing Authority Board for a three year term. All in favor, motion carried.

**PUBLIC COMMENTS:** Citizen Schroeder stated the County Board needs to identify abandoned wells throughout the county for public safety purposes. He said he spoke with Health Department Director Hugh Satterlee on this issue, and Satterlee stated the Health Department would be willing to help with this effort.

**PAY BILLS:**

1. **Approval to Pay Any Invoices to Adams PC and Books & Moore, and Point of Light:** Motion by Bergen and second by Loucks to pay any invoices for Adams, PC and Book & Moore and Point of Light. Voice Vote: In favor – 15, Against – 0, Absent – 4 Abstain – 2 (Moore and Bishop). Motion carried.
2. Motion by Yeske and second by Moore to pay all other approved bills. All in favor, motion carried.

**ADJOURN:** Until the Full Board on Tuesday, June 11th, 2019 at 5:30 PM in the County Board Room, Hillsboro, Illinois.

Motion by Sneed and second by Miles to Adjourn the Full Board Meeting. All in favor, motion carried. Meeting Adjourned at 6:45 PM. Minutes respectfully recorded and submitted by Montgomery County Clerk and Recorder Sandy Leitheiser