

**Montgomery County Board
Minutes**

For Tuesday, JANUARY 13th, 2009 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, January 13th, 2009 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: Nelson Aumann, Connie Beck, George Blankenship, Terry Bone, Bonnie Branum, Ronald Deabenderfer, John Downs, Robert Durbin, Ed Helgen, Roy Hertel, Jarod Hitchings, Frank Komor, Sharon Kuchar, Joyce Matthews, Gene Miles, Jim Moore, Dale Ogden, Mike Plunkett, Richard Wendel.

Members Absent: Bill Sielschott and Mary Bathurst.

Pledge of Allegiance to the flag was given.

Mileage and Per Diem Approval:

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

Approval of the Re-Organizational Board Meeting Minutes:

Motion by Downs, second by Matthews to approve the Minutes of the Re-Organizational County Board Meeting held on Monday, December 1st, 2008. All in favor, motion carried.

Approval of Minutes of Previous County Board Meeting:

Motion by Bone, second by Kuchar to approve the Minutes of the Previously Adjourned County Board Meeting held on Tuesday, December 9th, 2008. All in favor, motion carried.

CONSENT AGENDA:

1. **911 Coordinator's Report** - submitted
2. **Chief Assessment Officer's Report** - submitted
3. **Circuit Clerk's Report** - submitted
4. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions and reported that the Townships will be holding their caucuses that night.
5. **County Treasurer's Report** - submitted
6. **G.I.S. Coordinator's Report** - submitted
7. **Health Department Report** - submitted
8. **Probation Office Report** – Banee Ulrici was present for questions.
9. **Public Defender's Report** - submitted
10. **Sheriff's Report** - submitted
11. **T.B. Department's Report & Annual Report** – Sally Adams was present for questions.

APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA:

Motion by Beck, second by Blankenship 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:

1. **Approval of Changes and Additions to the Rules of Order for the Montgomery County Board:**
The Rules of Order Committee met and approved the following changes to the Rules of Order for the Montgomery County Board:
 - **3rd page of the Rules of Order Booklet, under Consent Agenda: Consent Agenda Additions** – Chief Assessment Officer, GIS Coordinator and VAC reports will be added to the Consent Agenda. There will now be a total of 12 reports.

- **3rd page of the Rules of Order Booklet, with regard to the Consent Agenda and Committee Reports:** Consent Agenda and Committee Reports will go in Alphabetical Order, with the exception of the Coordinating Committee, which will remain 1st on the Committee Reports.
- **Rule #10 currently reads** - The County Board Meetings for the months of September and October shall be recessed rather than adjourned at their conclusion until the new FY budget is final in November.
- **Rule #10 – Changes** - The County Board Meetings for the months of September and October shall be recessed rather than adjourned at their conclusion until the new FY budget is final in November.
- **Rule #22 currently reads** - All bills against the County, except for mileage and per diem of members of the Board, shall be presented and filed in the office of the County Clerk on or before the 25th of the preceding month.
- **Rule #22 – Changes** - All bills against the County, except for mileage and per diem of members of the Board, shall be presented and filed in the office of the County Clerk on or before the 25th 26th of the preceding month.
- **Rule #31 currently reads** - The County Board Chairman or Designee and a Committee Chairman may sign a voucher up to \$2,000. Any purchase over \$2,000 must be approved by the Full Board.
- **Rule #31 – Changes** - The County Board Chairman or Designee and a Committee Chairman may sign a voucher up to ~~\$2,000~~ \$5,000. Any purchase over ~~\$2,000~~ \$5,000 must be approved by the Full Board.
- The committee also discussed getting information to board members prior to the full board meeting. The Prior Month's minutes, and committee minutes except for Finance could be available for board members on Friday afternoon. Board members who have email addresses may get their minutes emailed to them and other board members may pick theirs up at the Coordinated Services office late Friday Afternoon or Monday before the full board meeting. All other handouts and mail will be on the board member's desks as usual. Anyone getting their packets early please remember to bring them with you the day of the board meeting.
- **Motion by Beck, second by Downs to accept the changes and additions to the Rules of Order for the Montgomery County Board as presented. All in favor, motion carried.**

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

1. Update- Maintenance Report:

- **Elevators** - Chairman Bone reported that Otis Elevator Company was at the Courthouse Complex yesterday to maintain the county's elevators. Otis relayed information regarding new State laws and regulations for public elevators that will take effect in 2013. All elevators will need to be updated.
- **Phone System** – Bone stated that currently the courthouse still has some phone lines hooked to copper lines. Americall is getting four of the eight fiber boxes repaired and has ordered two spare fiber boxes.
- **Waterproofing Courthouse and Jail Secure Tunnel** – Bone reported that Western Waterproofing has completed the waterproofing projects on the Historic Courthouse basement walls and the secure tunnel at the Jail. The amount of the work completed was approximately \$23,000.00.

- 2. Approval- Building Improvements:** Bone stated that Brent Lance of Hurst-Rosche met with Mike Jackson on December 18th, at the Illinois Preservation Agency to discuss renovations of the Historic Courthouse. If the County would fund 100% of the renovation project then they would be able to add the 3rd floor office above the County Board room, however if the County wanted to seek any State or Federal funding for the project, then the Preservation Agency would not be able to approve the reconstruction of a 3rd floor above the County Board room. If a new stairwell was added on the northeast corner that would be allowed by the Preservation agency, as it would help with safety and ADA issues. One of the challenges faced with the Historic Courthouse will be to keep the building functional in today's world. Bone stated the committee discussed the possibility of using the PBC to help fund a new addition. The committee discussed the action taken last month to enter into a contract

with Hurst-Rosche in the amount of \$28,500 to do a study of the Historic Courthouse for remodeling/renovation work needed. **Motion by Bone, second by Downs to rescind last month's motion to enter into a Preliminary Engineering Agreement with Hurst-Rosche in the amount of \$28,500 for a study on the Historic Courthouse renovations. All in favor, motion carried.** The committee will look into staying within a \$3 million budget to address any additional space and safety needs. The committee also discussed contacting the owner of the corner building across from the courthouse that is for sale. Arrangements will be made for the committee to review the building after the Building and Grounds meeting on February 6th, 2009.

3. **Update- Lightning Master Evaluation of Courthouse Complex:** Bone stated that a site survey was submitted by Bruce Kaiser of Lightning Master Corporation for grounding issues at the Courthouse Complex. Lloyd Meyer will work on grounding issues that are outlined in the evaluation report. Bid specs will be sent out and opened at the February 2009 Building and Grounds meeting for the electrical work as recommended by Lightning Masters. Several issues surrounding the work that would need to be completed will be addressed at the meeting.
4. **Approval- Johnson Control Maintenance Agreement for 3/1/09 to 3/1/10:** Discussion took place on the annual maintenance contract with Johnson Controls for the HVAC System at the New Courthouse. The proposed price for 32 hours of maintenance on the system would be \$5,412.00 and \$6,262.00 for 40 hours of service. The maintenance agreement for last year was \$4,668. **Motion by Bone, second by Komor to approve a 32 hour contract with Johnson Controls in the amount of \$5,412.00. All in favor, motion carried.**
5. **Approval- Window Treatment for Courthouse Complex:** Bone reported that the committee reviewed and discussed two proposals for window treatments to the lobby windows of the Courthouse Complex. A proposal from Auto Sound and Security was submitted for \$5,180.94 for tinting treatment to the windows and a proposal from Short Furniture for window shades was submitted in the amount of \$4,530. **Motion by Bone, second by Matthews to approve the proposal for tinting the front lobby windows of the Courthouse Complex from Auto Sound and Security Inc. in the amount of \$5,180.94. All in favor, motion carried.**
6. **Update- Maintenance Job Descriptions:** Chairman Bone stated that he and Coordinator Daniels met with Lloyd Meyer regarding the Maintenance Job Description and other maintenance issues.

EMA/AMBULANCE COMMITTEE REPORT: Given by Chairman George Blankenship as follows:

1. **Ambulance Call Reports:** A summary of monthly operations for **December 2008** is as follows: **Total calls: 429, Total amounts billed: \$231,831.00, Total amounts collected: \$91,829.07.**
2. **Update- Director Holmes Report:**
 - **Ice Storm:** On Tuesday, January 6th, 2009 a semi trailer turned over on I-55, due to the icy conditions, and Director Holmes was on scene during the clean up. The trailer was carrying hazardous materials and the HazMat team was dispatched and on scene for several hours.
 - **Job Description:** Blankenship stated that discussion took place on job descriptions.
 - **Billing Software:** Blankenship reported that there will be a couple of software companies at the EMA/Ambulance Committee meeting next month to discuss their billing software.

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

1. **Approval-Comprehensive Plan Ordinance #09-01:** Deabenderfer reported that Pat Curry of the University of Illinois was at the committee meeting to discuss and review the Comprehensive Plan Ordinance and Contract for Montgomery County. The Ordinance to Establish a Regional Planning Commission of ten members was reviewed by the committee. The leadership team should have knowledge of the county, people and issues. The planning commission should be geographically balanced throughout the county and members should have some type of environmental background. A list of prospective members will be contacted. The members will be appointed at the February Full Board meeting. **Motion by Deabenderfer, second by Kuchar to approve Ordinance #09-01 to**

create a County Regional Planning Commission. Member Helgen asked if this plan would approve zoning, and Deabenderfer responded that it would not, but will provide the county with data collection, analysis of needs and resources, and better management of the land use in Montgomery County. **All in favor, motion carried. (See Resolution Book 9, pages 1-2).**

2. **Approval-Comprehensive Plan Contract:** Deabenderfer stated that the committee reviewed the contract, as presented by the University of Illinois, to prepare a Comprehensive Plan for Montgomery County for \$60,000. Assistant State's Attorney Betsy Wilson had reviewed and approved the contract a few months ago. **Motion by Deabenderfer, second by Hitchings to enter into an agreement with U of I Extension to complete a Comprehensive Plan in the amount of \$60,000. All in favor, motion carried. (See Resolution Book 9, pages 3-13).**
3. **Approval- Rail Line Easement:** Deabenderfer reported that the project to get sewer lines to the Village of Butler will commence soon after the board approves giving easement rights. **Motion by Deabenderfer, second by Beck to approve the sewer easement for the Village of Butler on the newly acquired trail. All in favor, motion carried. (See Resolution Book 9, pages 14-17).**
4. **Update- Enterprise Zone Expansion:**
 - Deabenderfer reported that Hillsboro Energy's Application for the Deer Run Coal Mine to be added to the Montgomery County Enterprise Zone will be sent to the State DCEO office on January 14th, 2009.
 - Deabenderfer reported that as of January 9th, 2009 DCEO had called and reported that the application for the 10-year extension to the Montgomery County Enterprise Zone had been approved and certified. The certification letter was received on Monday, January 12th, 2009.
5. **Update- MCEDC Annual Board Meeting:** The Annual Montgomery County Economic Development Corporation meeting will be held on January 27th, 2009 at the Hillsboro Country Club at 6:00 PM.
6. **Update- Ryer Pork Production:** Deabenderfer reported that as of January 8th, 2009, the Department of AG had sent a letter to the owner/operator, Montgomery County Board and Mindy Adams regarding Ryer Pork Production's hog confinement facility. After the Department of Ag's review of all information, recommendations and documentation, the Department found that additional information was needed to make their final decision:
 - A more detailed description of the tree buffer/tree planting plans.
 - How facility plans will comply with seasonal weight restrictions that may be placed on roads that the facility will access.
 - A detailed plan of the operation that minimizes the likelihood of environmental damage to the surrounding area from spills, runoff, and leaching.
7. **Update- Montgomery County Unemployment Rate:** It was reported that as of November 2008, Montgomery County had the highest unemployment rate in the State of Illinois at 11.2%.

FINANCE COMMITTEE REPORT: Given by Vice Chairman John Downs as follows:

1. **Approval- Jail Administrator:** Downs reported that UnderSheriff Rick Robbins was present at the committee meeting and introduced newly hired Deputy Chris Steffen who replaced Deputy Simmons. Downs stated that the Jail Administrator has a rank of captain and due to an oversight during the budget process, the salary of the Jail Administrator was set at \$43,679. Robbins compared this to the jail's cook who is earning \$43,657, which includes holiday pay. Robbins addressed the committee to see if there could be an increase adjustment made to the administrator's salary, and stated that the Jail Administrator's job performance is very good and the jail is immaculate and taken care of very well. **Motion by Downs, second by Aumann to approve a \$2,000 increase due to discrepancies, which would be retroactive to December 1st, 2008 for the Jail Administrator. All in favor, motion carried.**
2. **Update- BPI Progress Report:** Downs reported that BPI is still paying on their wells per the current agreement, and is paid up to 2009 because of an extra payment that was made in 2008.

3. **Update- Imprest Funds, Debit/Credit Cards, etc.:** A memo will go out to all offices requesting information regarding debit/credit cards, imprest funds, petty cash accounts, etc... The Finance Committee needs to know about all accounts and balances on a monthly basis and needs to know where the money is going.
4. **GIS Update:** Downs stated that Mary Purcell was present at the committee meeting and reported that there are some Homeland Security grants available again this year. There are some issues regarding errors in legal descriptions on GIS. The GIS contract with municipalities will need to be updated with MCEDC. Plunkett stated that the GIS Office should maintain these contracts since the GIS Office would know when the contracts expire and when they would need to be renewed.
5. **Real Estate Tax Cycle Update:** Supervisor of Assessments Ray Durston reported that workbooks for Township Assessors are in and the publications should go out in the next couple of weeks. County Clerk/Recorder Sandy Leitheiser reported that her office sent out levy confirmation notices ahead of DEVNET's schedule. All considered, Downs reported that the tax cycle is on schedule at this time.

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

1. **Approval- Bids for the Design and Construction of the Animal Control Facility:** Durbin reported that the committee reviewed bids that were submitted from Morton Buildings, VH Builders and Cloyd Builders for the design and construction of the 40' X 65' animal control facility. Morton Buildings submitted a proposal in the amount of \$246,250. The bid from Cloyd Builders was presented in the amount of \$254,000. VH Builders submitted their proposal for \$239,320. Member Hertel questioned the ongoing costs of the facility and the increased costs the county will incur once the facility is built. Hertel suggested turning the program over to a non-profit agency like Adopt-A-Pet in Benld or the PAWS CARE group, and asked if contracts have been established with the Cities of Hillsboro and Litchfield for leasing kennels with the county once the facility is up and running. Hertel also reported that he had checked with Christian County regarding the revenues and expenses with their Animal Control program and facility and they have an average annual loss of \$60,000. Plunkett stated that veterinarians in the county were asked years ago if they would be willing to do the animal control program and no one wanted it. Dr. Brohammer, who currently holds the animals for the county, is no longer interested in being the holding facility and we can not continue to impose on him. Plunkett stated that the County has to comply with State Animal Control laws and the County has looked into better options for well over 5 years. Durbin stated that he has been on the County Board for 12 years and animal control has always been a problem and something has to be done. **Motion by Durbin, second by Miles to approve the proposal from VH Builders in the amount of \$239,320 for the design and construction of the animal control facility. Voice Vote: In Favor – 17, Against - 2 (Roy Hertel, Jim Moore), Absent – 2. Motion carried.**
2. **Update- Rabies Tags:** Durbin stated that County Coordinator Chris Daniels shared some information regarding the problems of collecting rabies tag registration fees from Dr. Pastrovich's customers. There is about \$1,000 of uncollected rabies tag revenue dating back to May 1st, 2008, when Pastrovich stopped collecting the fee from his customers. The committee reviewed the State Law and County Ordinance that states a veterinarian must use a serialized or numbered rabies certificate that has been approved by the County Board. Dr. Pastrovich has been issuing rabies certificates to his customers from his own computer software. The State's Attorneys Office will send a letter to Dr. Pastrovich addressing the State Law for issuing rabies certificates.
3. **Update- Recycling Program:** Durbin reported that the yellow box truck has not been inspected yet to see what it would take to get it back on the road. Durbin stated that he would go down to Wright Automotive to see when they would be able to check out the box truck. Durbin reported on the continuing decline of the current recycling markets.

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

1. **Update- Sheriff's Jailers and Dispatchers Union Negotiations:** Downs reported that the committee reviewed the proposed agreement changes submitted by the Laborer's Local 773. The first union

negotiations meeting, for the Jailers/Dispatchers, will be held on Wednesday, January 14th, 2009 at 6:00 PM in the PBC room.

2. **Update– Sheriff’s Jailers and Dispatchers Union Grievance:** Downs reported that a letter was sent to Union Representative, William Troutt, stating that a grievance was denied by the Personnel Committee.
3. **Update– Circuit Clerk Union Negotiations:** Downs reported that negotiations continue with the Circuit Clerk’s Office. The next meeting, to continue negotiations, will be on Wednesday, January 21st, 2009 at 6:00 PM in the PBC Room.

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

1. **Update- Walton Park Bridge:** Branum reported that Engineer Boehler met with the City of Litchfield Administrator Andy Ritchie and the Federal Emergency Management Agency (FEMA) to discuss funding repairs for Walton Park Bridge. Since the road is a Federal Aid Route, FEMA is waiting for a decision by the Federal Highway Administration (FHWA) as to whether they are going to fund the project. FHWA is currently reviewing the application.
2. **Update- Zanesville Township, Rossi Avenue Railroad Crossing:** Engineer Boehler has submitted a request for a time extension to the ICC. The design phase is taking longer than expected due to unforeseen complexities arising from an abandoned cemetery located within the proposed R.O.W.
3. **Update- Hillsboro Airport Bridge:** The last State inspection of the airport bridge near Hillsboro, revealed more deterioration of pilings. Engineer Boehler was informed by IDOT that there will be a weight limit of 13 tons for single unit and 20 tons for multi unit vehicles on the bridge. An engineering firm has been contacted to see what needs to be done to expedite the replacement of the bridge.
4. **Update- Bridge Embankment Repairs:** There were several embankments washed out from the last big rains on Honey Bend Ave. near the resort and on the Irving Road north of Witt Ave. B-CA projects will be ready for approval at next month’s meeting.

APPROVAL OF 8 COMMITTEE REPORTS & MINUTES:

Motion by Kuchar, second by Downs to approve the 8 committee reports. All in favor, motion carried.

ANNOUNCEMENTS: none

SCHEDULE CHANGES:

Plunkett reminded members of the special Personnel Committee meeting on January 14th, at 6:00 PM in the PBC room to begin Union Negotiations for the Jailers/Dispatchers.

Plunkett reminded members of the special Personnel Committee meeting on January 21st, at 6:00 PM in the PBC room to continue Union Negotiations for the Circuit Clerks union contract.

APPOINTMENTS:

Motion by Ogden, second by Hitchings to approve the appointment of David Weir to the vacant seat on the Emergency Telephone System Board for a term of 4 years. All in favor, motion carried.

PAY BILLS:

1. Board Member Jim Moore asked that the board vote on paying an invoice where he would vote present for Adams and Wilson, PCC. **Motion by Matthews, second by Aumann to pay an invoice for Adams & Wilson, PCC. Voice Vote: In favor – 18, Against – 0, Present -1 (Jim Moore), Absent – 2. Motion Carried.**
2. **Motion by Bone, second Beck to pay all other bills. All in favor, motion carried.** For itemized listing of bills paid, refer to Accounts Payable Book for FY 2009.

ADJOURN: Until the Full Board Meeting on *Tuesday, February 10th, 2009 at 8:30 AM* in the County Board Room, Historic Courthouse, Hillsboro, Illinois.

Motion by Blankenship, second by Hitchings 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.