

# Montgomery County Board

## Minutes

For Tuesday, December 10<sup>th</sup>, 2013 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, December 10<sup>th</sup>, 2013 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 - 20 members present, 1 member absent. Heather Hampton+Knodle came after roll call, so roll was changed to 21 members present, 0 absent.**

**Members Present:** Mary Bathurst, Connie Beck, Megan Beeler, Nikki Bishop, Bonnie Branum, Ronald Deabenderfer, Joe Gasparich, Chuck Graden, Heather Hampton+Knodle, Roy Hertel, Sharon Kuchar, Jay Martin, Gene Miles, Jim Moore, Mike Plunkett, Earlene Robinson, David Ronen, Glenn Savage, Bob Sneed, Mike Webb, Richard Wendel.

**Members Absent:** None

**Pledge of Allegiance to the flag was led by member Richard Wendel.**

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

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

**Motion by Kuchar, second by Martin** to approve the Minutes of the Previous County Board Meeting held on Tuesday, November 12<sup>th</sup>, 2013. All in favor, motion carried.

Chairman Hertel recognized member Bonnie Branum who will be retiring from the board after the November, 2014 Election after many years of service on the Montgomery County Board. Members gave Branum a round of applause in appreciation.

### **CONSENT AGENDA:**

- 1. Chief Assessment Officer's Report** – Ray Durston was present for questions.
- 2. Circuit Clerk's Report** – was submitted.
- 3. County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions.
- 4. County Treasurer's Report** – Ron Jenkins was present for questions and stated the budget books are now available and that they were bound together by the Health Department and the photo of the power plant on the front cover was submitted by EPA officer Bill Gonet.
- 5. G.I.S. Coordinator's Report** – Mary Purcell was present for questions.
- 6. Health Department Report** – Hugh Satterlee was present for questions and stated the Health Department still has flu vaccines available.
- 7. Probation Officer's Report** – was submitted.
- 8. Public Defender's Report** – was submitted.
- 9. Sheriff's Report** – was submitted. Chairman Hertel stated Sheriff Vazzi will arrive later at today's meeting.
- 10. T.B. Department Report** – Sally Adams was present for questions.
- 11. V.A.C. Report** – Dave Strowmatt was present for questions.

**APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA:** Motion by Graden, second by Gasparich to approve the 11 items on the Consent Agenda. All in favor, motion carried.

**LIAISON REPORTS:** **911 Board** – Webb reported the board has not met. **CEFS Board** – Robinson reported the CEFS board meeting was cancelled due to weather, and stated that the CIPT Representative couldn't attend today's meeting for a scheduled presentation, so she read his email providing an update on the program (For copy of email, see Resolution Book 13, page 262). Robinson reported that two CIPT Representatives

will come to January's Full Board meeting. **CIEDA** – Hampton+Knodle reported that the project including a \$6 Million bond has a deadline coming up on Saturday and that she has been talking with the Governor's office. **Health Dept.** – Martin had nothing to report. **IL Assoc. of County Officials** – Chairman Hertel reported that he attended the seminars at the IACO conference in Chicago, and one session was on what to say and what not to say at a news conference. He stated he enjoyed going to the conference and found the meetings interesting. He said that Macoupin County ROE Larry Pfeiffer is the new president of IACO. **MCEDC** – Ronen reported that there are six new members to MCEDC. He introduced Jamie Hires as the newly hired Grant Writer and Tobin Ott as their new Communications Director. MCEDC Director Lindsay Wagahoff reported that no municipality has applied for the municipal clean up grant before its deadline, however, some municipalities participated in a webinar and they will be more prepared to apply for the grant next year. **MCWC** – Branum reported that the MCWC is still working on Phase 5 getting easements and the letting will be the last of January or the first of February, 2014. **Planning Commission** – Beeler reported that they met on November 21<sup>st</sup> and stated that many Economic Development goals of the plan are already being done on a daily basis through the MCEDC. She reported that they continue to work on road safety needs and the identification of high accident roads, and stated that the Sheriff's Department gave her maps which she will share with the Highway Department with the goal to improve the safety of County roads. Beeler asked that members continue to report information about high-accident areas on County roads. **Senior Citizens Board** – Bishop reported the Christmas party was held on Saturday and the board is discussing ideas to save on their budget. **UCCI** – Miles had nothing to report. **U of I** – Graden reported the next meeting is in March. **VAC** – Sneed had nothing to report. **WCDC** – Wendel had nothing to report.

#### **COMMITTEE REPORTS:**

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

1. **CEFS Central Illinois Public Transit Monthly Progress Reports -Update:** Chairman Hertel stated that the report is included in Board packets.
2. **Code Red Notification System -Update:** Chairman Hertel reported an emergency notification test was run in Irving with a boil order and the notification system does work. He stated if you have a landline phone, it will already work, but residents should enter cell phones into the system. Beeler gave a presentation on how to sign up for Code Red on the Montgomery County website.
3. **R.O.E. Quarterly/Annual Report -Approval & R.O.E. Consolidation -Update:** ROE Superintendent Marchelle Kassebaum gave her Annual and Quarterly Report, during which she reported that The Learning Express Birth to Three Program received a Parents as Teachers National Quality Endorsement for Excellence in program operations and services to families with a 98% score. Chairman Hertel reported that he attended the State Board of Education hearing in Chicago last week and the outcome was terrible. He and Representative Wayne Rosenthal spoke at the hearing in support of keeping the Christian/Montgomery County Regional Office of Education as a standalone district. Chairman Hertel stated that the Illinois State Board of Education told ROE Superintendent Marchelle Kassebaum a month ago that everything was okay and her office would not be consolidated, but at the hearing she was told we would have to consolidate. Hertel said that Assistant State's Attorney Betsy Wilson reviewed the laws and determined that ISBE has followed the law and Chairman Hertel stated there is not much we can do about the situation. Kassebaum spoke to the County Board and thanked Chairman Hertel for making the trip to Chicago and speaking on behalf of the ROE. She stated Hertel made a great impression in speaking on the County's behalf and Rep. Rosenthal was also there in defense and support. School board members from our region were also in the Chicago area for a conference, and they attended. Kassebaum thanked everyone for their support and explained that nine ROE's with a population under 61,000 are to consolidate and the final map shows 35 ROE units. As a result of the hearing, the Christian/Montgomery County ROE will consolidate with the Bond/Fayette/Effingham County ROE. Bond/Fayette/Effingham ROE Superintendent Julie Wollerman will now run for the position and Kassebaum will become the Assistant Superintendent of the newly formed ROE. Kassebaum stated her term ends on July 1<sup>st</sup>, 2015. Plunkett asked what

happens now to the Regional Board of Trustees and Kassebaum replied the board meets the second Monday in January and they will discuss their future at this meeting. County Clerk Leitheiser reported that trustees are elected next in April 2015 so there is time for the legislature to act to make changes to their membership structure. Chairman Hertel stated we will need to schedule a meeting with all five counties to discuss the budget soon.

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

1. **Red Ball Trail -Update:** Miles reported that a ten day notice letter was sent by certified mail to the contractor who built the Red Ball Trail. There has not been a response yet.
2. **Irving North Bridge -Update:** Miles reported The Irving North Bridge construction is complete and the bridge was opened last Tuesday and stated the crew did a nice job.
3. **2014 Fuel Letting Date -Update:** Miles reported the Fuel letting will be at the next regular monthly meeting in January.
4. **2014 Rock Letting Date -Update:** Miles reported the Committee discussed meeting dates and the Rock letting is scheduled for a special meeting on Wednesday, January 22<sup>nd</sup> at the Highway Department at 9:00 am.
5. **New Equipment Purchase -Approval:** Miles reported that the Highway Dept.'s Ford Tandem Truck #14 is from the late 1990's and needs to be replaced. Smith reported that he checked with the State bid and these trucks cost about \$109,000 which includes the bed. There has been money allocated in the FY 2014 budget for this expense out of Road & Bridge equipment purchase. Smith stated the old truck will be sold by sealed bid and hopefully a municipality will want it. Miles stated the committee would like to sell the 11 foot plow and get a 12 foot plow at a cost of about \$6,800. **Motion by Miles, second by Branum to approve the purchase of a new tandem truck from Road & Bridge Equipment Purchases funds. ROLL CALL VOTE: Ayes – 21, Nays – 0. Motion carried. Motion by Miles, second by Martin to approve the purchase of a new 12 foot snow plow. All in favor, motion carried.** Miles stated the old plow will be sold by sealed bid.
6. **Courthouse Parking lot -Update:** Miles reported the Highway Department will have some rock delivered and spread at the parking lot across from the Courthouse Complex. Coordinator Daniels will get a memo out to the employees at the Courthouse Complex to advise them when the parking lot will be closed. Engineer Smith will get information regarding the costs to expand that parking lot and report his findings to the Building and Grounds Committee. Miles stated the Road & Bridge Committee and Building & Grounds Committee will work together on the billing issues.

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

1. **MCEDC -Update:** Hampton+Knodle reported the next Meeting will be held on Thursday, January 9<sup>th</sup>, 2014 at 4:15 pm in the Conference Room of the Historic Courthouse. The MCEDC will schedule the Annual Meeting in March 2014. Hampton+Knodle stated that MCEDC Director Wagahoff attended an Economic Development five year, long term planning meeting at DCEO. Hampton+Knodle stated there has been more interest on the Diamond Zinc plant and Wagahoff is working on getting information regarding the site cleanup.
2. **Revolving Loan Fund Report -Update:** Hampton+Knodle reported that she received a couple of phone calls from restaurants regarding their non-compliance with the new food ordinance. They have to address issues and were told to contact the County for money to help them comply with the new food ordinance. MCEDC Director Wagahoff informed the restaurants that this is not free money. Hampton+Knodle talked with a few banks and addressed the Economic Development Committee to see about creating a "micro revolving fund loan" in order to help businesses with a smaller loan that would be a low interest rate and the loan would be paid back quicker. The County does not have the authority to be the direct lender, so the business would still have to go through a bank. Hampton+Knodle also stated that we can't set up a program that is directed towards a certain business. The Economic Development Committee decided to let the Revolving Loan Fund work as it currently does. They are in the process of reviewing RLF Policies and Procedures. Moore asked about the sale

of the Sorellas building which was in bankruptcy and Hampton+Knodle reported the County will take a loss of \$48,650 from the RLF as a result of this bankruptcy and the property was sold by the bank at a loss to a religious entity. Hampton+Knodle stated there are some problems with being in second position in the RLF and when reviewing the policy and procedures, we should look at revising it so that the County would share in first position. Deabenderfer stated he wishes the partnering bank would tell us who they are selling to because in this case a religious group doesn't pay real estate taxes. Chairman Hertel agreed with Mr. Deabenderfer and stated we had no choice in who the bank sold the property to, but it would have been nice if they had talked to the chairman of the Economic Development Committee in advance of the sale. Per Assistant State's Attorney Wilson, we were not a mortgagor on the property. The County didn't sign a lien release.

3. **Mineral Trust Fund -Update:** Hampton+Knodle reported that the committee discussed a separate fund with the primary intention for Economic Development long term goals in Montgomery County. She stated a portion of the coal money would be invested to make sure we keep up on infrastructure needs and we will need to have discussion on what ratio will work for investing in the County.
4. **Central Illinois Economic Development Authority -Update:** Hampton+Knodle reported that she called the CIEDA Executive Director regarding the status of a bonding project. Hampton+Knodle will get background sheet regarding CIEDA so committee members will know what this organization is and what they do.
5. **Planning Commission -Update:** Hampton+Knodle stated that the Planning Commission met on November 21<sup>st</sup> and worked on the transportation component of the Plan, and next the committee will be discussing Goal #3 – regarding the Workforce Preparation Task Force and the Workforce Investment Board. The Planning Commission will review all the recommendations and present a summary to the Coordinating Committee before it goes to each committee. After Planning Commission changes are approved by Committees, the Full Board will then need to make a resolution to amend and accept the Comprehensive Plan updates and changes. The next Planning Commission meeting will be in February 2014.
6. **Economic Development 2014 Committee Meeting Dates -Approval:** Committee reviewed their meeting dates and moved their June 2014 meeting back to the 4<sup>th</sup>. **Motion by Hampton+Knodle, second by Beeler to change Economic Development Committee meeting date back to the June 4<sup>th</sup>, 2014. All in favor, motion carried.**

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

**Ambulance Call Reports:**

A summary of monthly operations for **October 2013** is as follows:

**Total calls: 354 Total amount billed: \$196,038.30 Amount collected: \$123,763.19**

A summary of monthly operations for **November 2013** is as follows:

**Total calls: 297 Total amount billed: \$153,632.20 Amount collected: \$107,865.89**

**Collections: \$107,865.89 (New System \$107,561.09/ Old System \$304.80)** Savage reported collections are on schedule.

**EMA:**

1. **Informational Meetings -Update:** Savage reported there will be four informational meetings with Mayors and Township Officials set up in the following municipalities: Waggoner, Litchfield, Hillsboro and Nokomis. The meetings will consist of explaining protocol during a major event, advising a local government on how to report to EMA for possible reimbursement for their community and what services they may need for clean-up of an area.
2. **CPR/AED Training -Update:** Savage reported that CPR/AED Training has been scheduled for Thursday, February 13<sup>th</sup>, 2014. There will be 3 classes: 0800-1000, 1030-1230, 1330-1530. They would like no more than 10 per class, however would consider 1 or 2 over that limit in order to get everyone in. Savage encouraged all County Board members to get the training. Chris Daniels will have a sign-up sheet to take names of Board members and will send out an email to all County offices.

3. **LEPC Meeting -Update:** Holmes reported that we are unable at this time to get the IEMA LEPC coordinator to come to a meeting. He is not able to do any meetings after 5 PM and will advise Holmes at a later date.
4. **Fire Extinguishers & Material Safety Data Sheets -Update:** Savage reported that the insurance carrier requested that the fire extinguishers be checked each month. The committee discussed having Lloyd Meyer complete a check off list each month and the need to come up with a policy and procedure to obtain and store the Material Safety Data Sheets in case of an emergency. Director Holmes was instructed to call Tom Franzen from ICRMT to have him advise her of where the insurance company thought we should keep the MSDS sheets.
5. **Training Exercise for 2014 March 4<sup>th</sup> -Update:** Savage reported that the Annual State Wide Tornado Exercise will be held on March 4<sup>th</sup>, 2014.
6. **Weather Spotter Class -Update:** Savage reported that a Weather Spotters Class has been scheduled for February 6<sup>th</sup> at the Hillsboro Moose Lodge from 6:00 PM to 9:30 PM with food at 6:00 PM.
7. **Mitigation Planning Meeting -Update:** Savage reported the next mitigation planning meeting will be February 18<sup>th</sup>, 2013 at 7:00 pm and will be held at the Health Department.
8. **Audio in Board Room – Update:** Savage reported Bill Purcell is looking into options for better audio in the County Board room.
9. **Montgomery Medical Reserve Corporation -Update:** Health Department Administrator Hugh Satterlee spoke to the Board at Savage’s request about volunteers needed during disasters in our area and outside the County. He stated that people don’t need to be trained in the medical field, but must be registered with the Medical Reserve Corporation as a volunteer. An application must be filled out and credentials will be checked. Satterlee also stated that the Health Department will contact the volunteers in case of a disaster, but they are not required to go to the disaster sights. We currently have about 142 volunteers registered. EMA Director Diana Holmes stated a volunteer cannot self-deploy, and there must be a request first from the Health Department, the Sheriff’s Department or herself. Savage stated that each board member represents their area of the county and if there was an emergency situation, the Health Department may need to call on them for help.

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

1. **Elections -Update:** County Clerk Leitheiser shared a list of the County Candidates who filed for the March 18<sup>th</sup>, 2014 General Primary Election. Beck reported that everything is going well for the new early voting area in the basement of the Historic Courthouse, and ADA signage directing the public to the basement area has been provided.
2. **Recycling Program and Events -Update:** Beck reported we will receive another grant for the 2014 electronics recycling drive scheduled for April, 2014. The event will be advertised in the newspapers, WSMI radio and notices will be given to the schools.
3. **EPA Report -Update:** Beck reported Bill Gonet shared information regarding the regional landfill capacity report. Everything has been running OK at the Envotec landfill. There will be a re-evaluation of the Bishop landfill in January or February.
4. **Animal Control Facility and Program -Update:** Beck reported:
  - Animal Control Intake Summary: Volunteer hours are up from last year. Euthanasia rate is 4.5%.
  - Update on Revenues & Expenses: Took in more revenue than projected and there were more expenses with personnel and with more animals at the facility. Food and vet expenses increased a little.
  - Rabies tag increase goes into effect January 1<sup>st</sup>. 2014. Richardson will get a notice to all the Veterinarians regarding the rabies tag increase.

5. **Animal Control Ordinance -Update:** Beck reported the Committee reviewed a draft of the revised Animal Control ordinance and will address the issue of barking dogs in the rural areas of the County. The Committee is looking into a proposed change in the ordinance to implement an annual license fee for anyone selling cats or dogs. The Committee would like more information presented at their next meeting in January. A draft of the revised ordinance will then be given to the full board to review for one month.

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

1. **Early Voting Room Lighting & Switch Changes -Update:** Sneed reported that there is a need for additional lighting above the voting booths in the new election room. Leitheiser shared an estimate for the lighting and electrical work to add an additional switch so that the lights in the election room would not be on at the same time as the lights in the hallway. Leitheiser has received a \$ 1,900 grant from the Help America Vote Act to help pay for the additional lights. The committee approved the proposal from Hillsboro Electric in the amount of \$1,310.15 to install the additional lighting and switch.
2. **Panic System -Update:** Sneed reported that the Committee approved Ray Durston's proposal from Wareham's Security to install a wireless receiver on the third floor of the Historic Courthouse, a second wireless button at the front counter and install four additional wireless panic switches in case of emergency on the second floor for a total of \$1,185 for the parts and labor.
3. **HVAC at Courts Complex -Update:** Sneed reported that the contractors are here today and that a pre-construction meeting was held on December 3<sup>rd</sup>, 2013. Sneed also stated that Hurst-Rosche submitted a grant to DCEO for \$10,000 to help pay for the project.
4. **Maintenance Issues and Report -Update:** Sneed reported that the new tank for the generator at the Courthouse Complex will be delivered and installed shortly. Lloyd Meyer is working on the boiler at the jail. Sneed stated that we are at the point where things will need to be maintained in all buildings.
5. **Parking Lot Across from Courts Complex -Update:** Sneed reported Highway Engineer Kevin Smith shared a proposal to rock the parking lot across from the Courts Complex and the committee will be working on this with the Road & Bridge Committee to provide more parking.
6. **Cleaning Service for the Courts Complex Building -Update:** Sneed reported the Committee approved to hire a part time person to clean the New Courthouse after hours and the current cleaning service would be eliminated in order to save money. He reported that the part time position would be four to five hours per day with no holidays and no benefits and said the union has no problem with this proposed part time position.
7. **Surplus Auction -Update:** Sneed reported the surplus auction will be held on Thursday, December 19<sup>th</sup>.

**FINANCE COMMITTEE REPORT:** Given by Chairman Joe Gasparich as follows: Gasparich acknowledged former board member Terry Bone who was in the audience. He also spoke of the utter devastation in Washington, Illinois as he spent time helping out there after the tornado disaster, and stressed the importance of proper Emergency management at the County level here in case of a similar event.

1. **GIS Work Group Report -Update:** Megan Beeler gave a presentation to the Full Board on Flyover Investment and Updating Property Management. (For handouts, see Resolution Book 13, pages 263-268).

- **Flyover Investment:** The GIS Work Group is recommending the Pictometry Oblique Imagery Flyover with a 6” resolution for municipalities and 9” resolution for the rural areas. Beeler explained besides an overhead view, the pictures also give us side views and an almost 3D effect that spins around entities. Entrances and windows can be detected for emergency purposes. No interest is charged and it is spread over a six year period for a cost not to exceed \$187,782, with Year 1 investment at \$29,751. With Pictometry, there is a six year agreement with an optional cancellation in the fourth year. In the fourth year, there is a second flyover option with an opt-out clause provision. “ChangeFindr” software that catches new additions to property between the two flyovers is included for about \$9,000, which will give us the possibility for increased assessment when new or improved structures are added to the tax rolls. Beeler stated that with the new tax revenue we are currently missing being added to the assessment rolls, it would more than pay for itself. She stated that real estate agencies can use this software and it can be also used for economic development purposes. Beeler reported that the county spent more on our last flyover in 2002 (\$150,000), than this product will cost. Hampton+Knodle asked if we could put existing parcels in the system and use “ChangeFindr” software with the first flyover and current data and Beeler replied it would not be worth the money to use “ChangeFindr” now as the picture resolution is much better with the new flyover. Beeler stated the flyover could take place as soon as March 2014 and will tie data to pictures. She stated there will be a decrease in counter time and requests in County offices with higher productivity in the Assessments office and GIS office. Deabenderfer asked what this does to the township assessor’s job and Beeler replied they are elected officials so this information can only help them. Deabenderfer is concerned about the “big brother” having our information and Beeler stated this data is already public information, but understands his concerns. She said we are far behind in GIS as compared to other counties. Kuchar asked if surrounding counties have a similar website, Mary Purcell stated that Cass County and Christian County has a similar website, among others. Moore asked if we have to provide GIS services, and Beeler replied that we do not. Leitheiser stated the county needs to have a Plat Act Officer who oversees the proper division of land according to State Law. Moore asked who will pay for the service and Beeler replied there is a potential of subscriptions to the system, but other counties’ systems are not subscription based. Moore asked how we would get money back and Beeler replied through increased assessment. Beeler provided numbers from Beacon for Cass County with a population of 13,000. There were 228,731 requests for information on the website or 676 requests per day. They had 81 visits per day with counter hours and figured about 25 or so counter hours are saved. Beeler stated Morgan County has both systems and they have seen an increase in need and their first investments paid for themselves. Plunkett stated in terms of revenue streams, the \$10 recording fee originally set which is now \$20 for GIS has not paid back the initial investment, and additionally, the county has put \$300,000 from coal money into GIS. Graden asked where the money will come from and Gasparich replied we budgeted the money this year for a flyover. Gasparich stated that there is additional opportunity to sell the data sets of newer data. He stated it gets harder to manipulate the old data which takes longer staff time and new data sets will take less time to manipulate. He stated it may cost more in the long run if we wait on this. Miles asked if the committee feels we should go with this and Gasparich stated the committee feels we don’t have a choice, it’s a digital world and data sets have to be comparable to what people want. Beeler reported that Enterprise Zone and TIF maps could be available for sight selectors and be more efficient. Deabenderfer stated the Board made the commitment in 2003 to go with the GIS system and we need to keep the flyover updated. Chairman Hertel reported members were given the Montgomery County EAV History spreadsheet with \$205 Million in 1977 and \$394 Million in 2012. (See Resolution Book 13, page 269).

- **Updating Property Management –Beacon Presentation:** Beeler reported that this software takes our current DevNet information and puts it on the web based system. The Web Design with comparable search and account management would cost \$39,740 over a four year period, and there is an option to renew in year five for \$9,000 to continue with services. The information from DevNet would be uploaded to the online system every 24 hours or at a minimum up to one week. All training for employees is provided by the vendor. The total project investment cost of \$227,522 would be paid for over a six year period. The two contracts were reviewed by Assistant States Attorney Wilson, who has approved their use. The Full Board will review all the Flyover and Beacon information for one month and take action at the January meeting.
2. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report -Update:** Last month revenue was \$302,000. The board members reviewed the reports that were provided by Treasurer Jenkins. (See Resolution Book 13, pages 270-271).
  3. **Other Business:**
    - **Coal Fund Reserves -Update:** Gasparich reported the Finance Committee will make a recommendation on how much percentage of the Coal Funds should be put into reserve and bring it to Full Board. The General Fund current balance is \$2.6 Million. Money borrowed for expenses have been paid back, but we will be borrowing from that fund to cover expenses again in 2014.
    - **Employee Life Insurance -Approval:** Gasparich reported the committee discussed and approved to offer and pay for basic Life Insurance for all full time County Employees, as is now required by the federal Affordable Care Act. He stated that currently employees on the Health Insurance have a \$25,000 per year term life insurance policy that expires when the employee leaves County employment, and the cost is \$5 per employee per month. With the new health care legislation, we have to offer this benefit to all employees, not just those who have the County Health Insurance. Moore asked who pays the premium and is it mentioned in union contracts and Chairman Hertel replied the County will pay the premium and life insurance is not mentioned. Hampton+Knodle asked how much this would cost. Treasurer Jenkins replied that we pay \$7,200 per year now and it will increase to about \$9,000 per year with 30 more employees on the plan. **Motion by Gasparich, second by Deabenderfer to approve that the County offer and pay for the basic Life Insurance policy to all full time County Employees. Voice Vote: No – Hampton+Knodle. Motion carried.**
  4. **Senior Citizen Social Services Vouchers -Approval:** Gasparich stated that the Tax Levy was approved at Full Board on November 12<sup>th</sup>, 2013 and he reported the following vouchers to be paid: Montgomery County Health Department Social Services for \$23,000, County Senior Center for \$24,700, Coffeen Senior Club for \$1,700, Hillsboro Senior Club for \$3,500, Litchfield Senior Club for \$5,000, Nokomis/Ohlman/Witt Senior Club for \$1,200, Raymond/Harvel Senior Club for \$1,000, Montgomery County Golden Circle (CEFS Nutrition Program) for \$20,000. **Motion by Gasparich, second by Bathurst to Approve Payments to Senior Citizen Social Services. All in favor, motion carried.**
  5. **Employee Holiday Luncheon -Update:** Deabenderfer asked about the employee holiday luncheon and would like the board to vote to keep the luncheon. Gasparich reported that some elected and appointed officials at budget hearings thought we should not spend money for this expense, and they also heard that some offices have their own luncheons. Deabenderfer and Kuchar moved to sponsor the Holiday Luncheon but withdrew their motion after County Clerk Leitheiser and Assistant State’s Attorney Wilson stated that this action item was not posted on the agenda so no action can be taken. Treasurer Jenkins stated that the Board had not made a motion to drop it so he didn’t feel a motion needed to be made to reinstate it. Chairman Hertel stated that it costs around \$2,500 for the catered meal and there is approximately \$700 left in the Employee Awards line item. Gasparich stated Chris Daniels will poll employees this afternoon to see how many would want a luncheon and proceed to sponsor it if enough interest is shown.

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

1. **Special Joint Meeting with Finance & Personnel -Update:**

- **Discuss Affordable Care Act:** Travis Schmidt and Jolie Burriss from Health Insurance Carrier Consociates Care Group provided a handout that explains the Health Care Reform Timeline that started in 2010. Bathurst reported they did a great job in their explanation and they stated that the County is in good shape and complies with all the mandates of the Affordable Care Act.

2. **Workplace Wellness Program -Update:** Bathurst reported the Committee discussed further review is needed regarding the financial impact on the proposal to have a “Wellness Program” for all County Employees and Jessica Chappelle and Rex Brown from Hillsboro Hospital and Fusion Fitness came to explain the program.

3. **Personnel Manual -Update:** Bathurst reported the Committee reviewed the exempt employee policy and discussed the issue of defining the work week and adjusting the sick time hours for IMRF purposes. She stated the Committee needs to clearly define the wording in the Personnel manual regarding weekly hours for salaried exempt employees. Exempt employees are not paid for a certain amount of hours, instead they are paid to complete a job regardless of the amount of hours it takes. The following language is proposed: Exempt employees are paid at a fixed salary rate with the expectation that the workload will dictate the number of hours worked with the work week defined, for the purposes of IMRF as 40 hours. The Board will review the proposed changes for one month and take action at the January meeting. **(For copy of proposed changes, see Resolution Book 13, pages 272-273).**

4. **FOP Union Negotiations:** The Committee met with Union Representatives from the FOP Union and has come to an agreement on the proposed union contract changes. .

5. **Executive Session:** At end of meeting.

**Approval of the R.O.E. Quarterly and Annual Report: Motion by Webb, second by Deabenderfer to approve the R.O.E. Quarterly and Annual Report at presented. All in favor, motion carried.**

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

**ANNOUNCEMENTS:** Chairman Hertel announced the following:

1. **2014 County Board Calendars are on desks along with a new Meeting Dates spreadsheet.**
2. **Sign up for February 13<sup>th</sup>, 2014 CPR/AED Training in County Board office.**
3. **Holiday Luncheon will be next Wednesday, December 18<sup>th</sup>, 2013 at St. Paul’s Lutheran Church.**

**SCHEDULE CHANGES:** Chairman Hertel announced the following:

1. **EMA/Ambulance Committee Meeting for January has been changed to Thursday, January 2<sup>nd</sup>.**

**APPOINTMENTS:** None

**PUBLIC COMMENTS:** Resident Bill Schroeder asked about the Revolving Loan procedure. He asked how much investigation was pursued into the business models, on the locations and on the concept of these businesses, especially the business that failed. He also asked if the county has any input or ability to raise objections or did the bank take the lead on the approval of the loan. Deabenderfer stated the County and the bank looked at these factors. He also replied that one owner of the failed business put her home up for collateral and they were counting on employees from the new coal mine to patronize the restaurant. Schroeder stated the County needs to be involved more in the RLF procedure. MCEDC Director Lindsay Wagahoff stated all loans are presented to the County Board so the Board is involved in the process. They are approved by the bank and recommended to the full board. Plunkett stated a person with a MBA helped the failed business owners write their business plan, and they thought 200 coal miners and 200 prison workers driving by their restaurant would purchase their box lunch but the concept didn't succeed.

**PAY BILLS:**

1. **Approval to Pay Any Invoices to Adams, PC or Books & Moore and to A&D Electrical Supply:** Motion by Martin, second by Gasparich to pay any invoices for Adams, PC or Books & Moore and to A&D Electrical Supply. Voice Vote: In favor – 19, Against – 0, Absent – 0, Abstain -2 (Moore) (Ronen). Motion carried.
2. Motion by Martin, second by Miles to pay all other approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2013.

**Update/Approval Executive Session to Discuss Personnel, FOP Contract, Property & Possible Lawsuit:**

- Motion by Bathurst second by Miles to Enter into Executive Session for Personnel, FOP Contract, Property & Possible Lawsuit. All in favor, motion carried. Time: 11:00 a.m.
- Motion by Martin, second by Graden to Come Out of Executive Session. All in favor, motion carried. Time: 11:25 a.m.
- Motion by Bathurst, second by Plunkett to approve the Sheriff Department FOP Union Contract Pending review by the State's Attorney's Office. All in favor, motion carried.
- Motion by Bathurst, second by Ronen to re-offer to all employees who had signed a "Request for Estimate of Incentive Pay" regarding the early severance package that was submitted no later than 3:00 pm on October 4<sup>th</sup>, 2013. This offer period will be opened for seven business days from today December 10<sup>th</sup> through December 19<sup>th</sup>, 2013. All in favor, motion carried.

**ADJOURN:** Until the Full Board Meeting on Tuesday, January 14<sup>th</sup>, 2014 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Branum, second by Robinson to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 11:40 a.m. Minutes respectfully submitted and recorded by Montgomery County Clerk and Recorder Sandy Leitheiser.