

Montgomery County Board Minutes

For Tuesday, September 10th, 2024 – 5:30 PM

The following are minutes of a regular meeting of the Montgomery County Board held at 5:30 p.m. in the County Board Room of the Historic Courthouse in Hillsboro, Illinois, on Tuesday, September 10th, 2024.

The meeting was called to order by County Board Chairman Doug Donaldson at 5:30 PM.

Roll call was taken – 14 members present, no members absent.

Members Present: Russell Beason, Connie Beck, Bill Bergen, Doug Donaldson, Ken Folkerts, Mark Hughes, Jeremy Jones, David Loucks, Ethan Murzynski, Andy Ritchie, Chad Ruppert, Bob Sneed, Patty Whitworth and Evan Young

Members Absent: None

Pledge of Allegiance to the flag was led by County Board Member Bob Sneed. Following the Pledge, Chairman Donaldson observed a moment of silence in memory of the lives lost in the September 11th, 2001 terrorist attacks.

Mileage and Per Diem Approval: Claims for mileage and per diem were read by County Clerk Leitheiser. **Motion by Hughes and second by Ritchie to approve the mileage and per diem.**

ROLL CALL VOTE: Voting yes: Beason, Beck, Bergen, Donaldson, Folkerts, Hughes, Jones, Loucks, Murzynski, Ritchie, Ruppert, Sneed, Whitworth and Young. No member voted no. **All in favor, motion carried.**

Approval of Minutes of Previous County Board Meeting:

Motion by Beck and second by Beason to approve the minutes of the previous regular County Board meeting held on Tuesday, August 13th, 2024. All in favor, motion carried.

CONSENT AGENDA:

- 1. Animal Control Report** – No report submitted.
- 2. Circuit Clerk’s Report** – Daniel Robbins, report submitted, present for questions.
- 3. Coroner’s Report** – Randy Leetham, report submitted, present for questions.
- 4. County Clerk and Recorder’s Report** – Sandy Leitheiser, report submitted, present for questions.
- 5. Enterprise Zone Report** – Christine Daniels, report submitted, present for questions.
- 6. EPA Report** – Christine Daniels, report submitted, present for questions.
- 7. Health Department Report** – Hugh Satterlee, report submitted, present for questions.
- 8. Highway Department Report** – Cody Greenwood, report submitted, present for questions.
- 9. Information Services Report** – Curt Watkins, no report submitted.
- 10. Maintenance Superintendent Report** – Phil Ernst, report submitted.
- 11. Probation Office Report** – Bane Ulrici, report submitted.
- 12. Public Defender’s Report** – Erin Mattson, report submitted.
- 13. ROE – Monthly, Quarterly & Annual Reports** – Julie Wollerman, report submitted.

14. **Sheriff's Report** – Rick Robbins, report submitted, Undersheriff Tyson Holshouser was present for questions.
15. **SOA Report** – Kendra Niehaus, report submitted, present for questions.
16. **State's Attorney Report** – Andrew Affrunti, report submitted, present for questions. Affrunti added an attorney in his office has resigned and he will be short-staffed.
17. **Treasurer's Report** – Nikki Lohman, report submitted, present for questions. Lohman added the second property tax installment deadline has passed.
18. **V.A.C. Report** – Cassandra Hampton, report submitted, present for questions.

APPROVAL OF ITEMS ON THE CONSENT AGENDA:

Motion by Jones and second by Young to approve the items on the Consent Agenda. All in favor, motion carried.

LIAISON REPORTS:

- **708 Board** – Murzynski reported the committee met the previous evening and made grant awards.
- **CEFS Board** – Beason reported Shelby County will no longer be the CIPT lead county as the transportation grantee, and the board would like Effingham County to take over this designation.
- **ETSB / 911 Board** – Bergen reported a new dispatcher had been hired.
- **Health Department** – Whitworth reported the next meeting is October 15th.
- **IL Association of County Officials** – Bergen had nothing to report.
- **MCEDC** – Hughes reported the board met on August 20th.
- **Planning Commission** – Ritchie had nothing to report.
- **Senior Citizens Board** – Folkerts reported the board continues to review surveys.
- **UCCI** – Ruppert reported a meeting is scheduled soon.
- **U of I** – Beck reported the next meeting is October 17th.
- **WCDC** – Jones reported the board met last month and they are working with rural broadband provider Nextlink to fill their open positions.

PUBLIC COMMENTS: Citizen Bill Schroeder gave an update on his efforts to encourage replacement of the local NOAA weather radio towers. He said according to a letter from U.S. Senator Tammy Duckworth's office, the federal government is still working on it. Schroeder said he continues to make calls. He also raised concerns about the announced closure of Route 185, pointing out the mine continues to cause the closure of a state highway without consequence. He asked the board to join him in raising a complaint, since he recalls language in the Deer Run Permit 399 requiring fines to be paid by the coal mine if road closures occur.

COMMITTEE REPORTS:

FINANCE & BUDGET COMMITTEE REPORT: Given by Committee Chairman Andy Ritchie:

1. **SOA Report Update/Approval:** Ritchie stated at the request of Supervisor of Assessments Kendra Niehaus, the committee budgeted \$17,000 for a part-time data collector rather than \$27,000 for the full-time vacant field position; and this change will

be part of the proposed budget. She also reported she is continuing to work on completing wooded acreage reassessments.

2. **Capital Improvement & Coal Fund Reports Update/Approval:** Ritchie reported as of the end of July, after a coal royalty payment of over \$111,000, the total Coal Funds are \$9,812,364.24 and the Coal Fund has earned over \$285,000 in interest this year.
3. **Audit Presentation Update/Approval:** Robyn Klingler and Katelin Feldmann of Scheffel Boyle in Alton summarized the FY2023 audit. Klingler described the audit process and the reports contained therein. She said the county earned a clean opinion on its cash-basis accounting practices, a clean opinion on its Federal Expenditure Report, and noted one Internal Control deficiency due to the practice of the auditors completing the financial statements. Klingler added, however, most counties follow the same practice. Feldmann reported the county's net change of position for FY2023 was an increase of \$2 million now totalling \$33 million. She said the general fund lost \$25,000 and the Health Department balance was up \$500,000 due to new grants. Feldmann said coal royalty payments remained consistent.
4. **EMA Roof ARPA Ordinance 2024-21 Update/Approval:** The committee reviewed and discussed an ARPA Ordinance to partially fund the roof replacement at the under-development EMA building at the Highway Department. **Motion by Ritchie and second by Murzynski to approve an ordinance authorizing an amount not to exceed \$30,000 of ARPA funds to be made available for Montgomery County EMA. All in favor, motion carried. (For copy, see Resolution Book 21, page 261).**
5. **Convey Parcel Number 13-06-231-013:** The committee reviewed and discussed resolutions to convey 24 parcels as a result of the Montgomery County Trustee sealed bid auction. **Motion by Ritchie and second by Young to convey parcel number 13-06-231-013 in Witt Township to the City of Witt. All in favor, motion carried. (For copy, see Resolution Book 21, page 262).**
6. **Convey Parcel Number 10-03-408-014:** **Motion by Ritchie and second by Sneed to convey parcel number 10-03-408-014 in North Litchfield Township to the Country Bend Campground LLC. All in favor, motion carried. (For copy, see Resolution Book 21, page 263).**
7. **Convey Parcel Number 08-22-483-001:** **Motion by Ritchie and second by Fokerts to convey parcel number 08-22-483-001 in Nokomis Township to Altimond Shaw. All in favor, motion carried. (For copy, see Resolution Book 21, page 264).**
8. **Convey Parcel Number 08-27-178-024:** **Motion by Ritchie and second by Ruppert to convey parcel number 08-27-178-024 in Nokomis Township to David Eric Christensen. All in favor, motion carried. (For copy, see Resolution Book 21, page 265).**
9. **Convey Parcel Number 08-27-179-019:** **Motion by Ritchie and second by Folkerts to convey parcel number 08-27-179-019 in Nokomis Township to Jason Lupton and Angela Lupton. All in favor, motion carried. (For copy, see Resolution Book 21, page 266).**
10. **Convey Parcel Number 16-02-477-008:** **Motion by Ritchie and second by Whitworth to convey parcel number 16-02-477-008 in Hillsboro Township to the Laporte Investments LLC. All in favor, motion carried. (For copy, see Resolution Book 21, page 267).**

11. **Convey Parcel Number 17-35-378-001:** Motion by Ritchie and second by Whitworth to convey parcel number 17-35-378-001 in East Fork Township to Jeremy Anderson. All in favor, motion carried. (For copy, see Resolution Book 21, page 268).
12. **Convey Parcel Number 01-18-100-302:** Motion by Ritchie and second by Jones to convey parcel number 01-18-100-302 in Bois D'Arc Township to Keyrock Energy, Ben Cox. All in favor, motion carried. (For copy, see Resolution Book 21, page 269).
13. **Convey Parcel Number 01-18-300-302:** Motion by Ritchie and second by Jones to convey parcel number 01-18-300-302 in Bois D'Arc Township to Keyrock Energy, Ben Cox. All in favor, motion carried. (For copy, see Resolution Book 21, page 270).
14. **Convey Parcel Number 02-06-100-302:** Motion by Ritchie and second by Beck to convey parcel number 02-06-100-302 in Bois D'Arc Township to Keyrock Energy, Ben Cox. All in favor, motion carried. (For copy, see Resolution Book 21, page 271).
15. **Convey Parcel Number 10-33-480-013:** Motion by Ritchie and second by Sneed to convey parcel number 10-33-480-013 in the City of Litchfield to John K. Orzel II. All in favor, motion carried. (For copy, see Resolution Book 21, page 272).
16. **Convey Parcel Number 08-23-204-008:** Motion by Ritchie and second by Jones to convey parcel number 08-23-204-008 in the City of Nokomis to Virgil Wright. All in favor, motion carried. (For copy, see Resolution Book 21, page 273).
17. **Convey Parcel Number 15-04-410-017:** Motion by Ritchie and second by Bergen to convey parcel number 15-04-410-017 in the City of Litchfield to Nicole S. Thompson. All in favor, motion carried. (For copy, see Resolution Book 21, page 274).
18. **Convey Parcel Number 08-27-316-014:** Motion by Ritchie and second by Young to convey parcel number 08-27-316-014 in Nokomis Township to Steven C. Lee and Kay L. Lee. All in favor, motion carried. (For copy, see Resolution Book 21, page 275).
19. **Convey Parcel Number 10-32-435-006:** Motion by Ritchie and second by Beck to convey parcel number 10-32-435-006 in North Litchfield Township to Eli P. Issaacs. All in favor, motion carried. (For copy, see Resolution Book 21, page 276).
20. **Convey Parcel Number 10-32-435-007:** Motion by Ritchie and second by Beck to convey parcel number 10-32-435-007 in North Litchfield Township to Eli P. Issaacs. All in favor, motion carried. (For copy, see Resolution Book 21, page 277).
21. **Convey Parcel Number 10-33-176-004:** Motion by Ritchie and second by Ruppert to convey parcel number 10-33-176-004 in North Litchfield Township to Malissa J. Talbert and Rebecca A. Tarter. All in favor, motion carried. (For copy, see Resolution Book 21, page 278).
22. **Convey Parcel Number 10-33-476-022:** Motion by Ritchie and second by Sneed to convey parcel number 10-33-476-022 in North Litchfield Township to Dennis Cox. All in favor, motion carried. (For copy, see Resolution Book 21, page 279).
23. **Convey Parcel Number 10-33-480-007:** Motion by Ritchie and second by Beck to convey parcel number 10-33-480-007 in North Litchfield Township to David L. Hollo and Ann M. Hollo. All in favor, motion carried. (For copy, see Resolution Book 21, page 280).

24. **Convey Parcel Number 13-06-378-010:** Motion by Ritchie and second by Ruppert to convey parcel number 13-06-378-010 in Witt Township to Shawn P. Isaacs. All in favor, motion carried. (For copy, see Resolution Book 21, page 281).
25. **Convey Parcel Number 15-04-427-002:** Motion by Ritchie and second by Bergen to convey parcel number 15-04-427-002 in South Litchfield Township to Shawn P. Isaacs. All in favor, motion carried. (For copy, see Resolution Book 21, page 282).
26. **Convey Parcel Number 16-01-380-007:** Motion by Ritchie and second by Whitworth to convey parcel number 16-01-380-007 in Hillsboro Township to David E. Davidson and Delise A. Davidson. All in favor, motion carried. (For copy, see Resolution Book 21, page 283).
27. **Convey Parcel Number 17-07-136-002:** Motion by Ritchie and second by Whitworth to convey parcel number 17-07-136-002 in East Fork Township to Thomas A. Justison and Thomas F. Justison. All in favor, motion carried. (For copy, see Resolution Book 21, page 284).
28. **Convey Parcel Number 20-22-356-023:** Motion by Ritchie and second by Beck to convey parcel number 20-22-356-023 in Grisham Township to Renfro Properties LLC, Logan Renfro. All in favor, motion carried. (For copy, see Resolution Book 21, page 285).
29. **FY2025 Budget Update/Approval:** Ritchie said the committee reviewed and discussed several budget changes, including removing grants from the General Fund, removing the proposed new FOIA officer, changes in Supervisor of Assessments and County Board Administration staffing, HRA usage, and property tax revenue. He said the budget contains a recommendation by the Finance & Budget Committee to use Coal Fund interest earned in FY2024 as General Fund revenue in FY2025, and to likewise use any remaining available ARPA interest as General Fund revenue in FY2025. Ritchie said with current interest rates at the level they are, the Finance & Budget Committee also recommends maintaining a \$10 million Coal Fund reserve, using any Coal Funds in excess of \$10 million only for non-recurring expenses, and dedicating Coal Fund interest as General Fund revenue. Since the Finance & Budget Committee met, the State of Illinois revised its Personal Property Replacement Tax revenue estimate substantially upward. Ritchie stated with those changes, the committee is presenting a budget for the County Board's review calling for General Fund expenses of \$8,531,753 and he predicts a FY2025 General Fund budget surplus of \$59,139. **Motion by Ritchie and second by Beck to place the tentative FY2025 budget on display for public review. All in favor, motion carried.** Ritchie said the Finance & Budget Committee will present any budget changes for review next month and ask the County Board to take action on the final FY2025 budget in November.
30. **Ambulance Districts FY2025 Budget Update/Approval:** Ritchie said the committee reviewed and discussed proposed budgets from the Farmersville-Waggoner, Hillsboro, Nokomis-Witt, and Raymond-Harvel ambulance districts. He said because three of the four ambulance special service areas have requested tax levy increases requiring Truth in Taxation hearings, the committee voted to forward all four budgets to the board without a recommendation.
31. **Estimated FY2025 Montgomery County Tax Levy Update/Approval:** Ritchie said the committee spent substantial time reviewing and discussing requested Montgomery County tax levies. The levies requested would result in a 13.4687% levy increase, and

the committee debated whether this increase was advisable given the relative health of the proposed FY2025 budget and the current level of Coal Fund reserves. The committee ultimately decided a 13.4687% levy increase is not the best idea, and instead voted to drop the Corporate General Fund Levy by \$371,889 to reduce the levy increase to a total of 4.999%. **Motion by Ritchie and second by Whitworth to approve an estimated FY2025 Montgomery County Tax Levy of \$4,906,619 which would result in a 4.999% increase over FY2024. All in favor, motion carried. (For copy, see Resolution Book 21, page 286).**

- 32. Estimated FY2025 Hillsboro Area Ambulance Levy Update/Approval:** Ritchie said the Hillsboro Area Ambulance special service area has requested a FY2025 tax levy of \$300,000. State's Attorney Andrew Affrunti informed the County Board the process requires them to approve a tentative levy, allow the taxing body to explain the request at a Truth in Taxation hearing if required, then vote on the final levy at the October County Board meeting. He reminded them the County Board has the final decision on all levies. In answer to questions from the board, Hillsboro Area Ambulance Director Barb Schmedeke said staff costs continue to increase because nearly all her staff are highly-trained paramedics; ambulances need repairs; and the service has been under-levying in recent years. She also reported Hillsboro Ambulance has covered 143 calls to the Nokomis-Witt special service area this year. **Motion by Ritchie and second by Bergen to approve an estimated FY2025 Hillsboro Area Ambulance Tax Levy of \$300,000 which would result in a 164.5104% increase over FY2024, and to schedule the subsequent Truth in Taxation hearing for 6 p.m. Tuesday, September 24, at the Historic Courthouse in Hillsboro. All in favor, motion carried. (For copy, see Resolution Book 21, page 287).**
- 33. Estimated FY2025 Farmersville-Waggoner Area Ambulance Levy Update/Approval:** Ritchie said the Farmersville-Waggoner Area Ambulance special service area has requested a FY2025 tax levy of \$114,200. Ambulance Board Member Mike Webb described escalating costs and the difficulty in recruiting new staff. **Motion by Ritchie and second by Jones to approve an estimated FY2025 Farmersville-Waggoner Area Ambulance Tax Levy of \$114,200 which would result in a 38.2487% increase over FY2024, and to schedule the subsequent Truth in Taxation hearing for 6 p.m. Monday, Sept. 23, at the Farmersville-Waggoner Ambulance Building in Farmersville. All in favor, motion carried. (For copy, see Resolution Book 21, page 288).**
- 34. Estimated FY2025 Nokomis-Witt Area Ambulance Levy Update/Approval:** Ritchie stated the Nokomis-Witt Area Ambulance special service area has requested a FY2025 tax levy of \$500,000. Ambulance Board member Dave Schweizer said his special service area is trying to recover financial stability, retain staff, and hopefully purchase a used ambulance. **Motion by Ritchie and second by Folkerts to approve an estimated FY2025 Nokomis-Witt Area Ambulance Tax Levy of \$500,000 which would result in a 56.6552% increase over FY2024, and to schedule the subsequent Truth in Taxation hearing for 6 p.m. Wednesday, September 25, at Nokomis City Hall. All in favor, motion carried. (For copy, see Resolution Book 21, page 289).**
- 35. Estimated FY2025 Raymond-Harvel Area Ambulance Levy Update/Approval:** Ritchie said the Raymond-Harvel Area Ambulance special service area has requested a FY2025 tax levy of \$88,738. **Motion by Ritchie and second by Young to approve an**

estimated FY2025 Raymond-Harvel Area Ambulance Tax Levy of \$88,738 which would result in a 4.9997% increase over FY2024. All in favor, motion carried. (For copy, see Resolution Book 21, page 290).

36. **Estimated FY2025 Veterans Assistance Commission Levy Update/Approval:** Ritchie said the Veterans Assistance Commission has requested a FY2025 tax levy of \$113,086. VAC Superintendent Cassandra Hampton was present for questions. **Motion by Ritchie and second by Beck to approve an estimated FY2025 Veterans Assistance Commission Tax Levy of \$113,086 which would result in a 105.4328% increase over FY2024, and to schedule the subsequent Truth in Taxation hearing for 7 p.m. Tuesday, September 24, at the Historic Courthouse in Hillsboro. All in favor, motion carried. (For copy, see Resolution Book 21, page 291).**
37. **Estimated FY2025 Community Mental Health (708) Board Levy Update/Approval:** Ritchie said the 708 Board has requested a FY2025 tax levy of \$945,411. 708 Board Chairman Dan Hough said his board would like to levy at its voter-approved tax cap to meet funding requests, and said 708 has not levied at its rate cap since 2016. **Motion by Ritchie and second by Hughes to approve an estimated FY2025 Community Mental Health Board Tax Levy of \$945,411 which would result in a 40.0156% increase over FY2024, and to schedule the subsequent Truth in Taxation hearing for 6:30 p.m. Tuesday, September 24, at the Historic Courthouse in Hillsboro. All in favor, motion carried. (For copy, see Resolution Book 21, page 292).**
38. **Estimated FY2025 Senior Social Services Levy Update/Approval:** Ritchie said Senior Social Services has requested a FY2025 tax levy of \$119,762. **Motion by Ritchie and second by Folkerts to approve an estimated FY2025 Senior Social Services Tax Levy of \$119,762 which would result in a 4.5942% increase over FY2024. All in favor, motion carried. (For copy, see Resolution Book 21, page 293).**
39. **Estimated FY2025 Extension Levy Update/Approval:** Ritchie said the Extension Service has requested a FY2025 tax levy of \$157,000. **Motion by Ritchie and second by Young to approve an estimated FY2025 Extension Service Tax Levy of \$157,000 which would result in a 0.0202% decrease from FY2024. All in favor, motion carried. (For copy, see Resolution Book 21, page 294).**
40. **FY2024 Animal Control Update/Approval:** Ritchie stated due to changes in Animal Control staffing, Development & Personnel Committee Chairman Chad Ruppert asked the committee to give him a few weeks to recommend a solution to the FY2024 Animal Control budget issues.

COORDINATING COMMITTEE: Given by County Board Chairman Doug Donaldson:

1. **Information Systems Report Update/Approval:** Chairman Donaldson said IS Director Curt Watkins told the committee his department is working on courtroom multimedia projects, implementing the Montgomery and Christian County CAD-to-CAD connection, and has noticed an uptick in phishing e-mails caught by the county firewall.
2. **EMA Report Update/Approval:** Donaldson reported Kevin Schott said transition work continues, and Dan Hough reported he has been training and reaching out to contacts.
3. **EMA Director Appointment Update/Approval:** Donaldson recommended promoting Dan Hough to EMA Director. **Motion by Donaldson and second by Beason to**

approve of the appointment of Dan Hough as Montgomery County EMA Director effective October 1, 2024. All in favor, motion carried.

4. **West Central Development Council/Job Center Board/CEO Board Update/Approval:** Donaldson reported goals were exceeded for this year and will increase for next. He stated the council meets next in October.

DEVELOPMENT & PERSONNEL COMMITTEE REPORT: Given by Committee Chairman Chad Ruppert:

1. **Employee Health Insurance and Monthly HRA Report Update/Approval:** Ruppert said Tony Johnson from Assured Partners presented a monthly report and stated the United Health Care renewal came back at a 39% increase due to claims running \$235,000 over premiums for the past year. Johnson said he has already started the process of seeking other insurance companies like Blue Cross Blue Shield and Aetna, and is making the argument that several of this year's large claims are non-recurring. Johnson shared BCBS is offering an 8% rate cap for 2025 and offers bundling discounts. Ruppert said employee open enrollment will take place in mid to the end of October and Johnson will have insurance numbers ready at next month's committee meeting.
2. **Employee Performance Appraisal Update/Approval:** Ruppert said his committee reviewed and discussed the draft of the Employee Performance Appraisal form as prepared by Human Resource Consultant Bushue. **Motion by Ruppert and second by Beason to approve the Employee Performance Appraisal Form. All in favor, motion carried.**
3. **Employee Exit Policy & Procedures Update/Approval:** Ruppert reported the committee reviewed and discussed the draft of the Employee Exit Policy and Procedures form prepared by Bushue. He said this form is basically a check-list for when an employee is leaving county employment. **Motion by Ruppert and second by Jones to approve the Exit Policy and Procedure form. All in favor, motion carried.**
4. **Animal Control Warden Resignation Update/Approval:** Ruppert said the county received a resignation letter from Emily Gerl effective August 29th, 2024, after she accepted a position with Macoupin County Animal Control. **Motion by Beck and second by Whitworth to approve the resignation letter from Animal Control Warden Emily Gerl. All in favor, motion carried.**
5. **Animal Control Warden Hire Update/Approval:** Ruppert said the county received three applications for the vacant Animal Control Warden position and he has interviewed all three applicants. Ruppert stated April Pier is very qualified and received good written references from both Dr. Alan Probst and his office manager Tracy Collins. Ruppert stated he also called Dr. Probst and Ms. Collins for additional input. He said she is available to begin employment on September 23, 2024, and with the help of Bushue HR he has created an offer letter. **Motion by Ruppert and second by Whitworth to hire April Pier as Animal Control Warden. All in favor, motion carried.**
6. **Plains Solar Update/Approval:** Ruppert stated a Public Hearing remains in recess until November 4th, 2024.
7. **DCEO Energy Transition Grant Update/Approval:** Ruppert said the county received word that Round Two of the Energy Transition Grant in the amount of \$1,351,928 has been awarded to Montgomery County for Montgomery County projects, and we are now waiting for a contract from DCEO. Ruppert said monthly expense reports have been

submitted every month since April 30th, 2024 and there have not been any reimbursements yet from the State of Illinois.

8. **Grain Belt Express Appellate Decision Update/Approval:** Ruppert said since the recent appellate court decision was made, there is nothing new to discuss.
9. **Hurst-Rosche Proposal to Review Oil Sun Application Update/Approval:** Ruppert stated the committee reviewed the proposal from Hurst-Roche Engineers for services to review the Oil Sun Solar Application for an amount not to exceed \$3,500. **Motion by Ruppert and second by Hughes to approve the Hurst-Roche proposal to review the Oil Sun Application for an amount not to exceed \$3,500. All in favor, motion carried. (For copy, see Resolution Book 21, page 295).**
10. **2025 County Holiday Schedule Update/Approval:** Ruppert said the committee reviewed a draft of the 2025 Holiday Schedule and discussion took place on possibly making adjustments to include Christmas Eve as a holiday. Circuit Clerk Dan Robbins told the committee he was instructed by the Judge's Office not to schedule anything for this Christmas Eve. Ruppert said county offices are in favor of closing this day as there is very little activity. Some suggestions were discussed of exchanging other holidays such as Election Day or Columbus Day to have Christmas Eve off. He said the discussion and approval of the 2025 Holiday Schedule will be addressed at the October meeting.
11. **Employee Manual Dress Code Update/Approval:** Ruppert reported the committee was approached about implementing a county dress code, and Bushue will be asked for input at a meeting scheduled for Thursday, September 12th beginning at 1 p.m. in the County Board Room of the Historic Courthouse in Hillsboro.
12. **Oil Sun Solar Application Update/Approval:** Ruppert reported his committee reviewed the following permit condition for the drainage discussion on the Oil Sun Solar Project Application. *"Applicant shall, at Applicant's sole cost, upgrade the main tile line on Applicant's property to approximately thirty inches (30") in width from its existing approximately twenty-two inches (22") and Applicant, pursuant to 55 ILCS 5/5-12020 (s-5), shall use reasonable efforts to cooperate with neighboring property owners to provide updated tile and solar plans if requested by such neighboring property owners prior to construction. In addition, Applicant may extend any of the new approximately 30" tile line onto neighboring properties if in accordance with the provisions of Illinois Drainage Code and if it is mutually agreed upon between Applicant and any adjacent property owner(s) next to Applicant property".* **Motion by Ruppert and second by Beason to approve the Oil Sun Solar Application with the conditions as stated. All in favor, motion carried.**

BUILDINGS & GROUNDS COMMITTEE REPORT: Given by Committee Chairman Bob Sneed:

1. **Maintenance and Cleaning Issues and Report Update/Approval:** Sneed said Maintenance Director Phil Ernst highlighted many of the 63 items on his report for the committee to discuss. The roof on the Montgomery County Courthouse Complex is now complete, and Sneed apologized to those who work in the building for the noise during the process. He also pointed out Maintenance is addressing a faulty chiller at the building.
2. **Two-Year Plan Update/Approval:** Sneed reported the committee reviewed and discussed eight items on a 2-year building maintenance plan developed by Ernst and

Sneed. The committee discussed adding sealing and repainting the north wall of the Courthouse Annex building.

3. **Historic Courthouse Historical Marker Update/Approval:** Sneed said Jeff Dunn of the Illinois State Historical Society was present at the committee meeting to review text to be placed on a historical marker which will be located on the Historic Courthouse lawn in 2025. Sneed said the marker, “Hillsboro – A Town of Industry and Innovation” pays homage to the industrial history of Hillsboro, Taylor Springs, Schram City, and Kortkamp. Dunn said he has raised the \$5,600 cost for the marker through sponsors (Schram City and the Old Settlers Association). Sneed said Dunn is also planning a dedication ceremony and private reception in Spring, 2025.
4. **Highway Department Land Acquisition Update/Approval:** Sneed said plans for the Health Department to acquire land owned by Montgomery County government near the Highway Department for a solar array are pending.
5. **Interior Door Project for County Clerk’s Office Update/Approval:** Sneed said work is nearing completion for this project, with security glass installation and work by Wareham’s Security among items yet to be completed.
6. **County Board Room Tech Grant Update/Approval:** Sneed said work remains pending.
7. **Surplus Office Equipment Update/Approval:** Sneed said the committee discussed surplus office equipment at the Montgomery County Courthouse Complex. Circuit Clerk Daniel Robbins said once the items are declared surplus, he will dispose of them by offering them to other offices, by bids, or by throwing away unusable surplus. **Motion by Sneed and second by Beason to declare unused Montgomery County Courthouse office equipment as surplus property. All in favor, motion carried.**
8. **Green Diamond Bike Trail Update/Approval:** Sneed said the committee discussed the continued cost of maintaining the Green Diamond Bike Trail between Farmersville and Waggoner. He said County Board members are reaching out to nearby units of local governments to determine if there is any interest in taking over the trail, and County Board Administration will reach out to Natural Area Guardians (NAGs) to determine if there is interest in a maintenance agreement similar to the one for Arches Rail Trail.
9. **Elevator Contract Update/Approval:** Sneed said County Board Administration will notify Schindler the county intends to request bids for an elevator service contract, and Ernst will begin developing a list of possible bidders.

ROADS & BRIDGES COMMITTEE REPORT: Given by Committee Chairman Ethan Murzynski:

1. **UKA Virden Wind Road Use Agreement Update/Approval:** Murzynski said Engineer Cody Greenwood reported to the committee his office is waiting on UKA’s traffic impact analysis before developing a Road Use Agreement (RUA) and any required pre-construction plans.
2. **Walshville Trail Improvement Project Update/Approval:** Murzynski said the committee reviewed and discussed comments provided by consultant WHKS from a public information meeting held August 6th regarding a proposed Walshville bypass road.
3. **Solar Panels Bid Results Update/Approval:** Murzynski reported his committee reviewed and discussed a tabulation sheet with two local bids to install solar panels at the Montgomery County Highway Department in an attempt to offset the cost of power used

by the department. According to Trent Laughlin of LMD Solar, the apparent low bidder, the project is eligible to receive a 30% federal income tax credit of \$43,750 and a 10% federal Energy Community credit of \$13,291 plus a state Illinois Shine payment averaging \$11,600 per year paid over the next seven years. Murzynski said the Highway Department has more than \$150,000 left in the Building Maintenance budget line item in Office 225. **Motion by Murzynski and second by Young to award the low bid of \$132,918 to LMD Solar of Hillsboro for solar panels at the Montgomery County Highway Department.** (Member Jones had left the meeting prior to this vote). **ROLL CALL VOTE:** Voting yes: Beason, Beck, Bergen, Donaldson, Folkerts, Hughes, Jones, Loucks, Murzynski, Ritchie, Ruppert, Sneed, Whitworth and Young. **All in favor, motion carried.**

4. **Heavy Equipment Shed Bid Package 2 Bid Results Update/Approval:** Murzynski reported the committee reviewed and discussed a tabulation sheet provided by Tim Downen of Hurst-Rosche, representing Bid Package 2 for a 13,248 square foot heavy equipment shed at the Montgomery County Highway Department. Bid Package 2 was bid before Bid Package 1 (concrete work) because the County Board has approved ARPA funding for the project, which requires a signed contract before the end of the year. Four bidders requested bid packets and three returned bids. Bids ranged from \$496,448 to \$517,990. After the committee recommended accepting the low bid, Murzynski said it was discovered the lowest bidder improperly submitted the bid electronically and not in a sealed envelope as required by bid specifications. Murzynski said after discovering the issue, he and County Engineer Cody Greenwood met with State's Attorney Andrew Affrunti on Tuesday morning, September 10th and the State's Attorney advised rejecting the improperly submitted bid. Ruppert asked if the low bidder had received permission to submit it electronically, and Greenwood said he had not, and the low bidder indicated he was unable to get a sealed bid turned in by the deadline and acknowledged his bid may not be acceptable. Engineer Greenwood said he has since checked the references on the second-lowest bidder, Stutz Excavating of Alton, and got no negative responses. **Motion by Murzynski and second by Whitworth to award the bid of \$505,921 to Stutz Excavating of Alton for Bid Package 2 of a heavy equipment shed at the Montgomery County Highway Department.** **ROLL CALL VOTE:** Voting yes: Beason, Beck, Bergen, Donaldson, Folkerts, Hughes, Loucks, Murzynski, Ritchie, Sneed, Whitworth. Voting no: Ruppert and Young. **Motion carried 11-2.** (Jones had left the meeting prior to this vote).
5. **Heavy Equipment Shed ARPA Ordinance 2024-22 Update/Approval:** Murzynski reminded the County Board they had previously approved \$670,000 in ARPA funds to cover the cost of the Highway Department Heavy Equipment Shed, and an ordinance was required. **Motion by Murzynski and second by Ritchie to approve an ordinance authorizing an amount not to exceed \$670,000 of ARPA funds to be made available for the construction of a Heavy Equipment Shed at the Montgomery County Highway Department.** **ROLL CALL VOTE:** Voting yes: Beason, Beck, Bergen, Donaldson, Folkerts, Hughes, Loucks, Murzynski, Ritchie, Ruppert, Sneed, Whitworth and Young. **All in favor, motion carried.** (For copy, see Resolution Book 21, page 296). (Jones had left the meeting prior to this vote).

EXECUTIVE SESSION: None

CHAIRMAN’S REPORT: None

ANNOUNCEMENTS:

1. Chairman Donaldson reminded the board the BLH Fall Electronics Recycling is set for Saturday, September 14th, 2024, from 9 a.m-12 noon at the Highway Department in Taylor Springs.
2. Chairman Donaldson said an Extension Board FY2026 levy meeting is set for Wednesday, Sept. 18th, 2024 at 9 a.m. at the Extension Office, and he requested Finance & Budget Committee Chairman Andy Ritchie and Mike Plunkett from County Board Administration attend.
3. Chairman Donaldson reiterated the Truth In Taxation hearing schedule as follows: Monday, Sept. 23, 6 p.m. at Farmersville-Waggoner Ambulance Building in Farmersville; Tuesday, Sept. 24, 6 p.m., 6:30 p.m., 7 p.m. at the Historic Courthouse in Hillsboro; and Wednesday, Sept. 25, 6 p.m. at Nokomis City Hall.
4. Chairman Donaldson read a letter from Montgomery County Sheriff Rick Robbins announcing his retirement effective November 1st, 2024, and endorsing Undersheriff Tyson Holshouser as his replacement. Donaldson said Montgomery County Democrat and Republican Party Chairmen will be notified of the vacancy as required by law.

SCHEDULE CHANGES: None

APPOINTMENTS:

1. **Motion by Beck and second by Whitworth to re-appoint John L. Welch of Farmersville to the Farmersville-Waggoner Fire Protection District for a 3-year term September 2024 through September 2027. All in favor, motion carried.**
2. **Motion by Donaldson and second by Young to appoint Randall Singler of Irving to the Mutual Drainage District No. 1 of the Towns of Irving, Witt, Nokomis and Rountree through the first Tuesday in September 2027. All in favor, motion carried.**

PAY BILLS AND PAYROLL:

Motion by Folkerts and second by Bergen to pay all approved bills and Payroll. All in favor, motion carried. ROLL CALL VOTE: Voting yes: Beason, Beck, Bergen, Donaldson, Folkerts, Hughes, Loucks, Murzynski, Ritchie, Ruppert, Sneed, Whitworth and Young. All in favor, motion carried.

ADJOURN:

The next regular full board meeting will be on Tuesday, October 8th, 2024 at 5:30 p.m. in the County Board Room, Hillsboro, Illinois. Motion by Loucks and second by Hughes to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting Adjourned at 7:51 pm. Minutes respectfully recorded and submitted by Montgomery County Clerk and Recorder Sandy Leitheiser.