

# Montgomery County Board

## Buildings & Grounds Committee Meeting Minutes

County Board Room, 2<sup>nd</sup> Floor, Historic Courthouse  
#1 Courthouse Square, Hillsboro, IL 62049

**Date:** Tuesday, December 5<sup>th</sup>, 2023

**Time:** 8:30 AM – County Board Room

**Members Present:** Bob Sneed, Connie Beck, Russell Beason, Mark Hughes, Ken Folkerts and Doug Donaldson

**Members Absent:** None

**Others Present:** Daniel Robbins, Sandy Leitheiser, Sarah McConnell, Phil Ernst and Hugh Satterlee

The committee met today to discuss the following:

### **Buildings & Grounds Committee:**

- 1. Public Comments:** None.
- 2. Maintenance and Cleaning Issues and Report Update/Approval:** Maintenance Superintendent Ernst presented his monthly report to the committee. A lengthy discussion took place on the lack of response from Schindler Elevator regarding the elevator in the Historic Courthouse that has been down since October 3<sup>rd</sup>, 2023. Employees have been taking care of customers who can't use the stairs at their car. Chairman Donaldson reported he and Sheriff Robbins have been calling and emailing Schindler but have not received any responses. The last we heard, the elevator was going to be down until the middle of December. Phil Ernst reported the Generator at the Jail has been installed and is operating. They fixed the furnace at the Annex Building for the ROE office and the compressor for the chiller is being shipped on December 28<sup>th</sup>, 2023. Discussion took place regarding postponing the painting of the fire escape and band around the Historic Courthouse. **Motion by Beason and second by Hughes to postpone the painting work until we have the available funding. All in favor, motion carried.**
- 3. Contract for Cleaning Services from National Maintenance and Cleaning Inc. Update/Approval:** Sneed reported he spoke with the owner of National Maintenance & Cleaning regarding the cleaning issues at the New Courthouse and a different cleaning person will starting in January. The new person will be the same one that currently cleans at Litchfield City Hall. **Motion by Beason and second by Folkerts to recommend the contract with National Maintenance and Cleaning Inc. to clean the New Courthouse for \$22.50 per hour. All in favor, motion carried.**
- 4. Elevator at the Historic Courthouse Update/Approval:** Chairman Donaldson reported he has emailed Schindler regarding the elevator being down and that he reported the issue to the State Fire Marshall's Office. States Attorney Affrunti has requested a copy of the maintenance contract with Schindler to review it. Donaldson said that he will call Katie Wilson at the Farm Bureau to see if we can use their conference room for the December full board meeting.
- 5. Interior Door Project for County Clerk's Office Update/Approval:** Clerk Leitheiser reported we are still waiting on the DCEO Energy Transition Grant Funding for this project. Leitheiser stated that she and Coordinator Daniels were on a conference call with our DCEO Grant Administrator to get a timeline of when we could expect the grant award agreement and there was no date given yet.
- 6. Repair/Replace Roof of Block Building at Highway Department Update/Approval:** Sneed reported that Engineer Cody Greenwood is drawing up the bid specs.

7. **Bids for County Board Room Audiovisual Upgrades Update/Approval:** No bids have been received yet. Daniel Robbins reported he has completed a grant for the County Board Room Audiovisual Upgrades since this room is designated as a backup location to hold court since the former backup location, the old Witt School is now privately owned.
8. **Ameresco - New Courthouse Renovation Project Update/Approval:** Sneed reported they had a pre-construction meeting last week with Ameresco for the New Courthouse renovation project which will safety and ADA issues. Daniel Robins reported that remodel work started yesterday and the large Courtroom #3 is currently shut down. Local union labor is being utilized on this project.
9. **Old Highway Department Property Update/Approval:** The committee discussed the bid submitted last month for the old highway department property on Seymour Avenue. Some committee members voiced their concern with the low bid and felt the committee should look into what would be a good price for the 14 lots. The county bid it out with the stipulation that the bidder give a development plan and that we would possibly use the building for storage for the next couple of years. Sneed will contact the Hillsboro Township Assessor to see what an average assessment is for empty lots in Hillsboro and bring the figures to next month's meeting.
10. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval:** **Motion to Enter Into Executive Session Regarding County Property: Motion by Hughes and second by Whitworth. Motion to Come out of Executive Session by Hughes and second by Beck. All in favor, motion carried. No action was taken regarding the sale of County Property.**
11. **Other Business:** Health Department Director Satterlee said they don't have a use for the white block building down at the Highway Department and that EMA Kevin Schott needs office space and a climate controlled environment for storage of their equipment. Satterlee suggested revamping the brown building at the highway department for EMA. The white block building doesn't have a ceiling anymore so there is no climate control. The highway department received about \$50,000 for the roof from insurance however it may cost about \$100,000 to fix that roof. Sneed says he feels they should fix the roof on the white block building and fix it.
  - a. Chairman Donaldson stated that the board packet information will not be put on the screen and asked that board members start bringing their chrome books in January to review packet information. There will be hard copies for everyone at the December meeting.

Motion to pay the bills by Hughes and second by Beason. All in favor, motion carried.

Motion to Adjourn by Beason and second by Folkerts. All in favor, motion carried.

Meeting adjourned at 9:32 a.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder, Sandy Leitheiser.

**Montgomery County Board**  
**Coordinating Committee Meeting Minutes**  
County Board Room, Historic Courthouse  
#1 Courthouse Sq. Hillsboro, IL 62049

**Date:** Thursday, November 30th, 2023

**Time:** 8:30 AM – County Board Room

**Members Present:** Doug Donaldson, Ethan Murzynski, Andy Ritchie, Bob Sneed and Evan Young

**Members Absent:** Chad Ruppert

**Others Present:** Daniel Robbins, Kendra Niehaus, Bill Montgomery, Rick Robbins, Jeff Roach, Tyson Holshouser, Sandy Leitheiser, Nikki Lohman, Hugh Satterlee, Curt Watkins and Sarah McConnell

The committee met today to discuss the following:

**Public Comments:** None

**Coordinating Committee: Given by Board Vice Chairman Evan Young -**

1. **Information Systems Report Update/Approval:** Watkins submitted his monthly department report to the committee. He said his department continues to work on the body camera project for the Sheriff's Department which should be ready to implement next week with Motorola. Watkins also reminded everyone that the new County Website changes need submitted by December 15<sup>th</sup> before it switches over to the new website. Watkins said they will help with training on the new website.
2. **EMA Report and Hazard Mitigation Plan Update/Approval:** Schott said the next Hazard Mitigation Plan meeting is scheduled for January 24<sup>th</sup>, 2023 in the County Board Room where a draft of the final report will be reviewed. Schott reported the Emergency Grant was submitted and accepted. There are certain things they don't fund. The state authorized a reimbursement of \$19,000.
3. **West Central Development Council/Job Center Board/CEO Board Update/Approval:** Chairman Donaldson said the board will meet in a couple of weeks.
4. **CO2 Sequestration Ad Hoc Committee Update/Approval:** Chairman Donaldson said that he would like to set a tentative date for the CO2 Sequestration Ad Hoc Committee meeting for Monday, December 18<sup>th</sup>, 2023.
5. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
6. **Other Business:** Chairman Donaldson stated that the board packet information will not be put on the screen and asked that board members start bringing their chrome books in January to review packet information. There will be hard copies for everyone at the December meeting.

**Buildings and Grounds: Bob Sneed, Chairman:**

1. **Maintenance and Cleaning Issues and Report Update/Approval:** Sneed stated Maintenance Superintendent Phil Ernst will give a report at their next meeting. They are currently working on replacing the generator at the jail.
2. **Contract for Cleaning Services from National Maintenance and Cleaning Inc. Update/Approval:** Sneed reported he spoke with the owner of National Maintenance and Cleaning and he will be advising his committee they will be changing the cleaning person at the New Courthouse.
3. **Interior Door Project for County Clerk's Office Update/Approval:** County Clerk Leitheiser reported we are still waiting on the energy grant before proceeding on this project. Leitheiser and Daniels had a conference call with the DCEO grant Person and there is no tentative date on when the Energy Grant Award Agreement will be ready and sent for County Signatures.
4. **Repair/Replace Roof of Block Building at Highway Department Update/Approval:** Sneed said he met with Cody Greenwood and he is going to prepare bid specs for this project. Treasurer Lohman

reported we received the check from the insurance for the rood damage on the white block building and it was deposited on 12/23 for FY 2024.

5. **Old Highway Department Property Update/Approval:**
6. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
7. **Other Business:** Sneed reported he will be attending a preconstruction meeting today at 2:00 for the renovations at the New Courthouse that will address safety and ADA issues. Sneed reported the company in charge of tuck pointing the Annex building and the north staircase of the Historic Courthouse will start work next week.

#### **Development & Personnel Committee: Chad Ruppert, Chairman -**

1. **Employee Health Insurance and Monthly HRA Report Update/Approval:** Lohman reported that AFLAC is scheduled to come the first week of December for employee open enrollment.
2. **MCEDC Update/Approval:** MCEDC Executive Director Bill Montgomery will attend the committee meeting and give his report.
3. **Animal Control Facility Update/Approval:** Nothing new to report.
4. **Animal Control Policy Update/Approval:** Ruppert reported the animal control policy is being updated and will reflect a change on the fostering issue.
5. **Nextlink Broadband Internet Update/Approval:** Bill Montgomery reported he reached out by email to Nextlink representative Mike Johnson for an update to see if they were applying for the BEAD grant.
6. **Enterprise Zone Update/Approval:** Coordinator Daniels reported there was recent state legislation changes that would allow Enterprise Zones with four or more counties or municipalities to have up to 20 square miles instead of the previous 15 square miles. The state statute was sent to States Attorney Affrunti who stated he confirms and agrees that because we have 12 municipalities in our zone, we are able to have up to 20 square miles.
7. **Vistra Energy – Coffeen Solar Project Enterprise Zone Request Update/Approval:** Jenkins reported the mayors met recently, but will be meeting again to vote on the request. He said the project was discussed during their previous meeting but was not voted on since they were receiving information that night. Chairman Donaldson said we will schedule another Mayor’s meeting after the first of the year to inform the Enterprise Zone Board of Mayors.
8. **Revisions tod Personnel Manual Update/Approval:** State’s Attorney Affrunti stated he is working on revising the manual, which will include the FMLA revisions requested by department heads.
9. **Union Negotiation Meetings with Local 1084 (Correctional Officers and Telecommunicators) Update/Approval:** The Personnel Committee met for Local 1084 to negotiate with the Correctional Officers and they reached a Tentative Agreement. The Personnel Committee will meet next Monday with the Telecommunicators in Local 1084 to negotiate a new contract.
10. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
11. **Other Business:** Clerk Leitheiser and Coordinator Daniels shared some information regarding SB1699 that is on the Governor’s Desk for signature that deals with Wind and Solar legislation. Furter discussion will take place at the committee meeting.

#### **Finance and Budget Committee: Andy Ritchie, Chairman -**

1. **SOA Report Update/Approval:** Ritchie stated an SOA report will be submitted by the committee meeting. The township factors are in and the quad year assessments will be publish soon in the newspaper.
2. **Capital Improvement Fund Reports Update/Approval:** Ritchie stated a capital improvement report will be submitted by the committee meeting for review. Lohman reported we received \$325,797 in coal royalties for November.
3. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**

4. **Other Business:** Treasurer Lohman shared a copy of an ARPA Ordinance for Bellwether's \$6,000 payment for the balance of the contract to perform work on our FY 2023 budget. This will be put on the Full Board agenda for Tuesday. Sheriff Robbins stated there was a lack of communication during the budget process and he was not aware of some of the funds taken out of his budget. He said he will not be adjusting his budget, but will just operate in the red if it comes to it. Ritchie reported he spoke with States Attorney Affrunti regarding discovery of emails and documents through IT and texts on cell phones.

**Roads and Bridges Committee: Ethan Murzynski, Chairman**

1. **Section 15-00138-00-BR Red Ball Trail Bridge Update/Approval:** The Committee will review and discuss at their committee meeting.
2. **Section 23-18119-00-BR E. 22<sup>nd</sup> Rd., Witt Twp., Bridge Replacement Engineering Services Update/Approval:** The Committee will review and discuss at their committee meeting.
3. **Resolution 2024-01, 2024 County MFT Resolution Update/Approval:** The committee will review the MFT resolution at their Committee meeting.
4. **Resolution #2024-02 to Appropriate Funds from the County Aid to Bridge Fund 235 with Witt Township Road District 50% / 50% split Update/Approval:** The Committee will review at their Committee meeting.
5. **Other Items:**

**Appointments for this month's Full Board meeting:**

Mandy Sebeschak and Don Huber reappoint to the ETSB Board.

Motion to Adjourn by Murzynski and second by Ritchie. All in favor, motion carried.

Meeting adjourned at 9:45 a.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder, Sandy Leitheiser.

**Montgomery County Board  
Development & Personnel  
Special Committee Meeting Minutes  
County Board Room, 2<sup>nd</sup> Floor, Historic Courthouse  
#1 Courthouse Square, Hillsboro, IL 62049**

**Date: Monday, November 20th, 2023** **Time: 4:30 PM – County Board Room**

**Members Present:** Chad Ruppert, Bill Bergen, Mark Hughes, Chad Ruppert and Doug Donaldson

**Members Absent:** Russell Beason and Jeremy Jones

**Others Present:** Rick Robbins, Tyson Holshouser and Andrew Affrunti

The committee met today to discuss the following:

**Development & Personnel Committee: Mark Hughes, chairman -**

1. **Public Comment:** None.
  
2. **Union Negotiations with Local 1084 (Correctional Officers) Update/Approval:**
  
3. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** Motion by Hughes and second by Bergen to enter into executive session for the purpose of discussing union contracts for the Sheriff's Correctional Officers in Local 1084. All in favor, motion carried. Committee entered into executive session at 5:00 p.m. Motion by Bergen and second by Hughes to come out of executive session. All in favor, motion carried. Committee returned to open session at 5:50 p.m.
  
4. **Union Negotiation Meetings with Local 1084 (Correctional Officers) Update/Approval:** The committee and Local 1084 came to a tentative agreement. Motion by Hughes and second by Bergen to recommend the Tentative Collective Bargaining Agreement with Local 1084, Correctional Officers to the Full Board pending States Attorney approval.
  
5. **Other Business:** None.

No bills were submitted.

Motion to Adjourn by Donaldson and second by Hughes. All in favor, motion carried.

Meeting adjourned at 6:00 p.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder, Sandy Leitheiser.

**Montgomery County Board  
Development & Personnel  
Special Committee Meeting Minutes  
County Board Room, 2<sup>nd</sup> Floor, Historic Courthouse  
#1 Courthouse Square, Hillsboro, IL 62049**

**Date: Monday, November 27th, 2023** **Time: 4:30 PM – County Board Room**

**Members Present:** Chad Ruppert, Bill Bergen, Russel Beason, and Doug Donaldson

**Members Absent:** Mark Hughes and Jeremy Jones

**Others Present:** Rick Robbins, Tyson Holshouser and Andrew Affrunti

The committee met today to discuss the following:

1. **Public Comment:** None.
  
2. **Union Negotiations with Local 1084 (Telecommunicators) Update/Approval:**
  
3. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** Motion by Donaldson and second by Bergen to enter into executive session for the purpose of discussing union contracts for the Sheriff's Telecommunicators in Local 1084. All in favor, motion carried. Committee entered into executive session at 4:36 p.m. Motion by Donaldson and second by Beason to come out of executive session. All in favor, motion carried. Committee returned to open session at 7:50 p.m. – There was no tentative agreement reached. The union will come to the next regular scheduled committee meeting on December 4<sup>th</sup>, 2023 at 6:00 pm to continue union negotiations.
  
4. **Other Business:** None.

No bills were submitted.

Motion to Adjourn by Donaldson and second by Bergen. All in favor, motion carried.

Meeting adjourned at 7:55 p.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder, Sandy Leitheiser.

# Montgomery County Board

## Development & Personnel Committee Meeting Minutes

County Board Room, 2<sup>nd</sup> Floor, Historic Courthouse  
#1 Courthouse Square, Hillsboro, IL 62049

**Date:** Monday, December 4<sup>th</sup>, 2023

**Time:** 5:00 PM – County Board Room

**Members Present:** Chad Ruppert, Bill Bergen, Russell Beason, Mark Hughes, Jeremy Jones, and Doug Donaldson

**Members Absent:** None.

**Others Present:** Bill Montgomery, Emily Gerl, Rick Robbins, Sarah McConnell, Sandy Leitheiser, Tyson Holshouser and Daniel Robbins

The committee met today to discuss the following:

**Development & Personnel Committee: Mark Hughes, chairman -**

1. **Public Comment:** None.
2. **Employee Health Insurance and Monthly HRA Report Update/Approval:** The committee reviewed the monthly HRA report prepared by Treasurer Lohman.
3. **Personnel Manual Amendments Update/Approval:** Sheriff Robbins asked that the committee review the FMLA policy in the Personnel Manual so the timeclock over laps with other time off the employee has to take.
4. **Paid Leave for all Workers Policy Options Update/Approval:** The committee received paperwork on this issue from Treasurer Lohman and is waiting on a response from States Attorney Affrunti.
5. **Animal Control Facility Update/Approval:** Intake for November was 8 cats and there are currently 13 cats and 12 dogs at the facility. Bob Sneed went and measured windows at the facility to see if they can install a drive up type window so people can go to the window and not in the facility. Gerl reported she has had to deal with disgruntle customers and wants some safety measures. Jones suggested a buzzer that people would ring to get access in the door. Discussion also took place on a free event scheduled for Sunday to bring pets and family to the facility to take pictures with Santa from 9:30 am to Noon.
6. **Animal Control Policy Update/Approval:** Jones reported he has worked on the animal control policy and Ruppert would like to go over the draft he shared.
7. **Nextlink Broadband Internet Update/Approval:** Committee discussed the BEAD grant webinar scheduled for next week that is being offered by DCEO. There will be webinar materials posted on the DCEO website after the webinar.
8. **MCEDC Update/Approval:** MCEDC Executive Director Bill Montgomery reported they met at the SCI Center in Litchfield and toured the new trade's school facility. Montgomery also reported Illini Web Services was hired to update the MCEDC Website. Montgomery stated that he met with Nokomis Mayor in regards to help finding a food retailer.
9. **DCEO Energy Grant Update/Approval:** Clerk Leitheiser and Coordinator Daniels reported they had a conference call with our DCEO Energy Transition Grant Administrator and learned that they are working on our Phase I grant that was submitted Last December 31<sup>st</sup>, 2022. They are preparing grant agreement documents for signature and could not tell us when they would be ready. We also learned



# Montgomery County Board

## Finance & Budget Committee Meeting Minutes

County Board Room, 2<sup>nd</sup> Floor, Historic Courthouse  
#1 Courthouse Square, Hillsboro, IL 62049

**Date:** Friday, November 3<sup>rd</sup>, 2023

**Time:** 8:30 AM – County Board Room

**Members Present:** Andy Ritchie, Connie Beck, Ken Folkerts, David Loucks, Patty Whitworth, Evan Young and Doug Donaldson

**Members Absent:** None.

**Others Present:** Sandy Leitheiser, Kendra Niehaus, Rick Robbins, Nikki Lohman and Jeff Roach.

The committee met today to discuss the following:

1. **Public Comment:** None.
2. **SOA Report Update/Approval:** Supervisor of Assessments Niehaus shared her monthly report with the committee and stated she has two Multi Township Contracts that the board needs to approve this month. She has Intergovernmental Agreements for County Board consideration for the District of Butler Grove-Irving-Rountree Townships and the District of Audubon-Nokomis Townships. Niehaus said she sent out reminder notices to some townships that need to pay for the assessment work. SOA Niehaus also gave an explanation as to why the tax bills increased. Notices went out to tax payers and many are complaining. This was a quad year where the State gives adjusted figures based on the Sales of property that increase the fair market value. According to the State of Illinois, Montgomery County property was under assessed. The positive township factors also increased the tax bills. Chairman Donaldson requested that Niehaus attend the full board meeting next week to give an explanation.
3. **Capital Improvement Fund Reports Update/Approval:** The committee reviewed Treasurer Lohman capital improvement fund reports.
4. **ARPA Ordinance for the Second Payment to Bellwether in the amount of \$6,000 for the FY 2024 Budget Process Work Update/Approval:** The committee reviewed the Ordinance prepared by Treasurer Lohman to pay Bellwether for the second installment of the work they performed on the FY 2024 Budget Process. **Motion by Ritchie and second by Whitworth to recommend the approval of ARPA Ordinance for the Second Payment to Bellwether in the amount of \$6,000 for the FY 2024 Budget Process Work. All in favor, motion carried.**
5. **Discovery Case of Emails & Documents Update/Approval:** Ritchie stated he checked with States Attorney Affrunti and IT Manager Watkins regarding texts not being covered by the IT group and can't be taken for discovery. States Attorney Affrunti would like the county email to be used for county communication because the IT department can track it much easier if anything is FOIA'd . Ritchie stated he has a service for \$.99 per month on his cell phone for back up in case his personal cell is confiscated. Young said when he was chairman, if he seen anyone texting he would pull them aside and told them to text at your own risk.
6. **Executive Session for Personnel/Litigation/Property Acquisition Update./Approval: Not needed.**
7. **Other Business:** Chairman Donaldson stated that he has emailed Schindler Elevator regarding the elevator in the Historic Courthouse that went down on October 3<sup>rd</sup> and he hasn't received a response. Donaldson said he then contacted the State Fire Marshall's Office regarding the elevator.
  - a. Treasurer Lohman said the Highway Engineer MFT salary reimbursement is \$122,032. Young said the more money you give him, there is less money for the roads. Lohman said she is still working on balancing FY 2023 to see how much we will have to transfer from ARPA and coal money to balance. It looks like the transfer could be about \$38,000 which is down from the

original estimate of about \$694,000. Lohman stated we are about \$826,000 over in revenue from the State. Lohman said she will prepare an ARPA Ordinance for Tuesday night's board meeting to transfer funds to balance the budget. Lohman also reported animal control will need a transfer and suggested using ARPA funds because that money has to be gone by 2026. She asked if the animal control shortfall could come out of ARPA funds instead of the Vanek estate money. The committee agreed so Lohman will prepare another ARPA ordinance to transfer funds to animal control. States Attorney Affrunti will be drafting a couple of municipal contracts regarding animal control services where they will be given a choice between paying per capital or per call.

- b. Leitheiser shared information from ICRMT regarding all the services they offered and said the email was also sent to all department heads and county board members.
- c. Chairman Donaldson stated that the board packet information will not be put on the screen and asked that board members start bringing their chrome books in January to review packet information. There will be hard copies for everyone at the December meeting.

Motion to pay the bills and payroll by Ritchie and second by Whitworth. All in favor, motion carried. Motion to Adjourn by Young and second by Folkerts. All in favor, motion carried. Meeting adjourned at 10:00 a.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder, Sandy Leitheiser.

# Montgomery County Board

## Roads & Bridges Committee Meeting Minutes

Conference Room, County Highway Dept.  
11159 IL Route 185 Hillsboro, IL 62049

**Date:** Wednesday, December 6th, 2023      **Time:** 8:30 AM – Conference Room, County Highway Dept.

**Members Present:** Ethan Murzynski, Bill Bergen, David Loucks, Chad Ruppert, Patty Whitworth and Doug Donaldson

**Members Absent:** None.

**Others Present:** Cody Greenwood

The committee met today to discuss the following:

### **Roads & Bridges Committee:**

1. **Public Comments:** None.
2. **Section 15-00138-00-BR Red Ball Trail Bridge Update/Approval:** Greenwood reported the Red Ball Trail Bridge was officially opened last week and they will perform a final punch list. Greenwood said they will do some grass seeding and a final punch list next springs and close out the project.
3. **Section 23-18119-00-BR, East 22<sup>nd</sup> Road, Witt Township Bridge Replacement Engineering Services Update/Approval:** Greenwood said he received an engineering agreement from Hurst-Rosche Engineers for the bridge in Witt Township on East 22<sup>nd</sup> Road in the amount of \$40,000. **Motion by Whitworth and second by Bergen to recommend the Engineering Services Agreement from Hurst-Rosche Engineers for the Witt Township Bridge Replacement. All in favor, motion carried.**
4. **Resolution 2024-01, 2024 County MFT Resolution Update/Approval:** Greenwood gave a copy of the MFT Resolution to committee members for review and said it is the same as last year at \$1.2 million to approve spending the MFT funds. **Motion by Ruppert and second by Whitworth to recommend the approval of Resolution 2024-01, the 2024 County MFT Resolution in the amount of \$1.2 million. All in favor, motion carried.**
5. **Resolution #2024-02 to Appropriate Funds from the County Aid to Bridge Fund 235 with Witt Township Road District 50% / 50% split Update/Approval:** Greenwood shared a resolution #2024-02 to appropriate funds from eh County Aid to Bridge Fund 235 with Road District for a 50% / 50% split. This is a 36” pipe replacement on East 21<sup>st</sup> Road in Witt Township and the Counties portion is \$4,500. This item will be put on the full board agenda for Tuesday.
6. **Other Items:** Greenwood said there were two semi-truck loads of tires collected from the townships and municipalities that the State contractor picked up.
  1. Chairman Donaldson stated that the board packet information will not be put on the screen and asked that board members start bringing their chrome books in January to review packet information. There will be hard copies for everyone at the December meeting.

Motion to pay the bills by Ruppert and second by Loucks. All in favor, motion carried.

Motion to Adjourn by Ruppert and second by Loucks. All in favor, motion carried.

Meeting adjourned at 8:52 a.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder, Sandy Leitheiser.