

Montgomery County Board
Buildings & Grounds Committee Meeting Minutes
County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Tuesday, November 7th, 2023

Time: 8:30 AM – County Board Room

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

Members Absent: Mark Hughes

Others Present: Ethan Murzynski, Cody Greenwood, Daniel Robbins, Sandy Leitheiser, Phil Ernst, Sarah McConnell and Brandi Lentz

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. He reported he got better salt for the new sidewalks around the Historic Courthouse. He also reported Hillsboro Mayor Don Downs informed him Imagine Hillsboro will take over the front flower beds. He said he received a bid for a new stove at the jail since the current one went down. The price he received was \$9,500. He also reported there will be a window where the jail will be without emergency power while the new generator is being installed. He said the battery backups will last about two hours, and if it takes longer to install the generator, they will have to run extension cords. He also reported the elevator at the Historic Courthouse will now be out of service until December. He said County Clerk Leitheiser is supposed to have books digitized around December 8th, and he is hopeful it will be fixed by then.
3. **Contract for Cleaning Services from National Maintenance and Cleaning Inc. Update/Approval:** Sneed reported it has been a few years since the last contract with National Maintenance was renewed, and the company raised their hourly rate by \$1.00 to \$22.50 per hour. He said the contract is for 4 to 6 hours per day, five days per week. It is for the new courthouse only. Sneed said they are not typically here for six hours. He said the contract also dictates the company will furnish their own supplies. **Motion by Beason and second by Folkerts to recommend the Full Board approve the contract for cleaning services of the new courthouse with National Maintenance and Cleaning Inc.** Ernst stated he would like to recommend the couple who cleaned the Historic Courthouse on a temporary basis be in charge of cleaning the new courthouse. He said he has encountered issues with the current person in charge of cleaning the new courthouse, adding that she has been caught sitting in the maintenance office not working and blaring music. Ernst said he has also heard complaints from department heads, though he said the owner of the company told him she speaks to department heads once a month and has not received any complaints. Donaldson said the county is the customer and we should be able to request who we want to clean. Sneed said he will speak with the owner of the company. **Beason withdraws his motion, with Folkerts' approval.**
4. **Interior Door Project for County Clerk's Office Update/Approval:** Leitheiser reported we are still waiting for approval from DCEO regarding the Energy Transition Grant Funding to move forward. She said she was hopeful to have Ameresco, the company renovating the new courthouse, work on her office while they are next door. She also reported she forwarded questions about the bid process to the Coordinated Service office to have them sent to the grant manager. Assistant Coordinator David Jenkins said he forwarded those questions to the grant manager, who then forwarded them to someone else; but he has not received a response.
5. **Repair/Replace Roof of Block Building at Highway Department Update/Approval:** Highway Engineer Greenwood reported he received an insurance check in the amount of \$54,701.84 to repair or replace the roof of the block building at the highway department, which EMA will be moving into. He said he also received bids for a shingled roof from Young's roofing in the amount of \$67,262.65, and from Pro-Bilt for a metal roof in the amount of \$89,690. He stated he would be happy to write bid

specs so the county could advertise for bids. The committee agreed to have Greenwood move forward with advertising for bids for a metal roof.

6. **Advertise for Bids for County Board Room Audiovisual Upgrades Update/Approval:** Circuit Clerk Robbins reported he is working on applying for a technology grant, which would include audiovisual upgrades for the county board room. He said the current backup building for court is the old Witt School, which doesn't work because it is now privately owned. He stated the county board room is a courtroom, and upgrading the technology would allow them to use it if something catastrophic happened at the new courthouse. Jenkins said the board needs to advertise for bids as part of the application process. He also said if the grant doesn't come through, the project won't happen. **Motion by Beck and second by Beason to advertise for bids for audiovisual upgrades to the county board room of the Historic Courthouse. All in favor, motion carried.**
7. **Ameresco Payment for New Courthouse Renovation Update/Approval:** Robbins reported he received the first payment invoice for the new courthouse renovation from Ameresco. He said the total project is projected to cost just under \$1.2 million, and this payment will be around \$98,000. **Motion by Beason and second by Folkerts to recommend the Full Board approve the new courthouse renovation payment to Ameresco for an amount not to exceed \$98,202.96. All in favor, motion carried.**
8. **Old Highway Department Property Update/Approval:**
 - **Open Sealed Bids for Seymour Avenue Surplus Property (Old Highway Department) Update/Approval:** Sneed opened the only bid the committee received for the old highway department property. He said the development plans include preparations to develop the site for residential housing. The bid was for \$5,000.
 - **Recommend Approving Bid for Seymour Avenue Surplus Property (Old Highway Department) Update/Approval:** **Motion by Beason and second by Folkerts to reject the bid. All in favor, motion carried. Motion by Beason and second by Folkerts to remove the item from the agenda until further notice. All in favor, motion carried.** Greenwood said the board could hold off for a year and address it again after the structure is torn down.
9. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
10. **Other Business:** Ernst reported the jail generator has been purchased and is currently being stored, and the electrical bid has been approved. He said they are just waiting for the electrical work to be completed.

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

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

Meeting adjourned at 9:40 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, October 26th, 2023

Time: 8:30 AM – County Board Room

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

Members Absent: Doug Donaldson and Mark Hughes

Others Present: Daniel Robbins, Kendra Niehaus, Bill Montgomery, Rick Robbins, Sandy Leitheiser, Nikki Lohman, Cody Greenwood, Andrew Affrunti and Sarah McConnell

The committee met today to discuss the following:

Public Comments:

Coordinating Committee: Given by Board Vice Chairman Evan Young -

1. **Information Systems Report Update/Approval:** Young reported Watkins submitted his report to the committee. He said Watkins accepted a proposal for the Fiber redundancy project, which will be funded using ARPA money.
2. **EMA Report and Hazard Mitigation Plan Update/Approval:** Young stated there is nothing new to report.
3. **West Central Development Council/Job Center Board/CEO Board Update/Approval:** Assistant Coordinator David Jenkins stated Donaldson will give a report when he returns from vacation.
4. **CO2 Sequestration Ad Hoc Committee Update/Approval:** Young stated he did not know if the committee would meet again or not since Navigator cancelled their project. He said despite the cancellation, he would not be surprised if Navigator or even another company submitted another plan for carbon sequestration in the future.
5. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
6. **Other Business:** None.

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.
2. **Contract for Cleaning Services from National Maintenance and Cleaning Inc. Update/Approval:** Sneed reported the committee will renew the contract with National Maintenance and Cleaning, adding that the current contract was approved a few years ago.
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. Jenkins said he has heard from the grant manager, and the budget had to be resubmitted because they were \$94 dollars short. He said he put that money into the County's small business incentive part of the budget since that's where the remaining money went anyway. Leitheiser also asked about the indirect costs that were mentioned. Jenkins said the County had chosen to waive the indirect costs through the GATA portal, and he put that \$11,500 into the same small business incentive line.
4. **Repair/Replace Roof of Block Building at Highway Department Update/Approval:** Sneed reported the committee will discuss replacing the roof on the block building at the highway department. Greenwood said the insurance company is holding onto the \$55,000 claim until the board decides what to do with it. Jenkins said Greenwood received bids for both shingled and metal surfaces, with both quotes coming in higher than the amount of the insurance check. Lohman stated the auditors

have questioned how the county has gotten bids, so the board will have to make sure they have an audit trail. Proof of advertising could be included in it.

5. **Old Highway Department Property Update/Approval:**

- **Open Sealed Bids for Seymour Avenue Surplus Property (Old Highway Department) Update/Approval:** Sneed reported the committee will review bids at their next meeting. They are due the day before the meeting. Jenkins said at least one person has picked up a packet so far, but nobody has turned one in yet.
- **Recommend Approving Bid for Seymour Avenue Surplus Property (Old Highway Department) Update/Approval:** Sneed stated the committee will recommend approving a bid if they receive some.

6. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**

7. **Other Business:** Sneed reported the company in charge of tuck pointing the VAC building and the north staircase of the Historic Courthouse were supposed to be here Monday, but they did not show up. He said he will reach out to them.

Development & Personnel Committee: Mark Hughes, Chairman -

1. **Employee Health Insurance and Monthly HRA Report Update/Approval:** Young stated the new health insurance plan was approved during the last meeting cycle. Jenkins said this is on the agenda as a monthly update. Lohman stated the board will also need to approve the annual member advocacy plan.
2. **MCEDC Update/Approval:** MCEDC Executive Director Montgomery reported he received a courtesy call from someone with Pattern Energy about a potential wind and solar project. Ritchie stated he also received a call from the same company.
3. **Funding for Montgomery CEO Event Update/Approval:** Nothing new to report.
4. **Animal Control Facility Update/Approval:** Nothing new to report.
5. **Animal Control Policy Update/Approval:** Nothing new to report.
6. **Pre-Approved Vendor List Update/Approval:** Young reported this is usually handled by the Finance and Budget Committee; however, the Development and Personnel Committee will be addressing it to find an after-hours vet service.
7. **Nextlink Broadband Internet Update/Approval:** Montgomery reported Nextlink representative Mike Johnson will attend the next full board meeting.
8. **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.
9. **Revised 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.
10. **Union Negotiation Meetings with Local 1084 (Correctional Officers and Telecommunicators) Update/Approval:** Jenkins reported Local 1084 representative Matt Blankenship sent Mark Hughes a proposal, which will be discussed at the next meeting. Sheriff Robbins said there were issues receiving paperwork from the Illinois Department of Labor regarding the change in the union representation.
11. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
12. **Other Business:** None.

Finance and Budget Committee: Andy Ritchie, Chairman -

1. **SOA Report Update/Approval:** Ritchie stated an SOA report will be submitted by the committee meeting.
2. **Capital Improvement Fund Reports Update/Approval:** Ritchie stated a capital improvement report will be submitted by the committee meeting.

3. **Recommend Approving Intergovernmental Agreement between Montgomery County and the Emergency Telephone System Board for Centralized Emergency Dispatch Center Update/Approval:** Jenkins reported Sheriff Robbins sent the agreement to the Coordinated Services office.
4. **Recommend Approving the FY 2024 Budget Change Sheet Update/Approval:** Treasurer Lohman reported change sheets have been sent to all department heads and she is waiting to hear back regarding potential adjustments to the budget.
5. **Recommend Approving FY 2024 Budget Ordinance Update/Approval:** Nothing additional to report.
6. **Recommend Adopting the Estimated FY 2024 Aggregate Levy Update/Approval:** Nothing additional to report.
7. **Recommend Adopting the Estimated FY 2024 Special Levies Update/Approval:** Nothing additional to report.
8. **Recommend Approving the FY 2024 Budget Appropriations, Levies, Ordinances and Resolutions Update/Approval:** Ritchie reported State's Attorney Affrunti will read these resolutions and ordinances at the board meeting.
 - A. **Resolution to Adopt the Fiscal Year 2024 Financial Appropriation Ordinance Update/Approval:** Nothing additional to report.
 - B. **Ordinance Approving FY 2024 Montgomery County Levies Update/Approval:** Nothing additional to report.
 - C. **Resolution to pass the levy for Veterans Assistance Update/Approval:** Nothing additional to report.
 - D. **Resolution to pass the levy for Senior Citizen Social Services Update/Approval:** Nothing additional to report.
 - E. **Resolution to pass the levy for the County Extension Service Update/Approval:** Nothing additional to report.
 - F. **Resolution to pass the Community Mental Health Board Tax levy Update/Approval:** Nothing additional to report.
 - G. **Resolution to pass the levy for the Farmersville/Waggoner Special Service Area Update/Approval:** Nothing additional to report.
 - H. **Resolution to pass the levy for the Raymond/Harvel Special Service Area Update/Approval:** Nothing additional to report.
 - I. **Resolution to pass the levy for the Nokomis/Witt Special Service Area Update/Approval:** Nothing additional to report.
 - J. **Resolution to pass the levy for the Hillsboro Special Service Area Update/Approval:** Nothing additional to report.
 - K. **Resolution to set Salaries for the following Department Heads: Supervisor of Assessments, Probation Officer, and the Assistant Probation Officers Update/Approval:** Nothing additional to report.
 - L. **Resolution to Authorize State's Attorneys Appellate Prosecutor and to appropriate the sum Update/Approval:** Nothing additional to report.
9. **Recommend Approving Intergovernmental Agreement with the Raymond Community Fire Protection District for ARPA distribution Update/Approval:** Jenkins reported the Raymond Community Fire Protection District sent back a signed Agreement along with a check for their share of the project. He stated this was one of the additional ARPA requests the board recently approved.
10. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase a skid unit for Raymond Community Fire Protection District Update/Approval:** Ritchie stated this item is directly related to the previous.
11. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**

12. **Other Business:** 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.

Roads and Bridges Committee: Ethan Murzynski, Chairman

1. **Section 15-00138-00-BR Red Ball Trail Bridge Update/Approval:** Murzynski reported the committee will discuss progress on the project.
2. **Section 23-10121-00-BR E. 23rd Rd., Nokomis Twp., Bridge Replacement Engineering Services Update/Approval:** Highway engineer Greenwood reported this was tabled from last month.
3. **Section 23-18119-00-BR E. 22nd Rd., Witt Twp., Bridge Replacement Engineering Services Update/Approval:** Greenwood reported this was tabled from last month.
4. **New equipment purchase for FY24 Update/Approval:** Murzynski reported the committee will review bids for a new excavator.
5. **Other Items:** Greenwood asked if they needed to advertise for bids to sell surplus property or if they could just go ahead and sell it. Affrunti said he would look into it, but he believes if the equipment is declared surplus, Greenwood could go ahead and sell it. Greenwood also stated the committee will review site preparations for their new buildings.

Appointments for this month's Full Board meeting:

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

Meeting adjourned at 9:20 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 Committee Meeting Minutes
County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Monday, November 6th, 2023

Time: 5:00 PM – County Board Room

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

Members Absent: None.

Others Present: Bill Montgomery, Emily Gerl, Rick Robbins, Sarah McConnell, Sandy Leitheiser, Griffin Hughes and Cooper Law

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:** Hughes reported Treasurer Nikki Lohman submitted the monthly HRA report.
3. **Employee Health Insurance Member Advocacy Update/Approval:** Hughes reported this program helps employees with medical or insurance questions before they schedule an appointment with a physician. Bergen said the board approved this last year as well. **Motion by Beason and second by Jones to recommend the full board approve the Employee Health Insurance Member Advocacy Program in the amount of \$2,352. All in favor, motion carried.**
4. **MCEDC Update/Approval:** MCEDC Executive Director Bill Montgomery reported Nextlink representative Mike Johnson plans on attending the full board meeting November 14. He also reported there will be an MCEDC meeting held at the SCI Center in Litchfield on Thursday, November 16 at 5:30 p.m.
5. **Funding for Montgomery CEO Event Update/Approval:** Montgomery CEO students Griffin Hughes and Cooper Law addressed the committee about possible funding for an event held by their organization. Hughes said they are putting on a Christmas-themed drone show for their class business, which will be held at the Montgomery County Fairgrounds in Butler on December 17th. He said their backup date is scheduled for the beginning of January. Hughes said they are requesting money to advertise the event. The total cost to put on the show will be \$30,000, and Law said they are hopeful they will net around \$10,000. Mark Hughes said he has a son in the CEO program so he will recuse himself. He said there is around \$300 left in the tourism grant budget for this year, but he did not know if they could legally distribute that money without opening it up to everyone. The committee members spoke positively about supporting CEO, but agreed State's Attorney Affrunti needs to be consulted. **Motion by Ruppert and second by Jones to recommend the Full Board approve awarding this year's remaining tourism grant balance to Montgomery CEO, pending approval from the State's Attorney. All in favor, motion carried.**
6. **Animal Control Facility Update/Approval:** Animal Control Warden Gerl reported they adopted out six dogs and two cats, and they currently have 11 cats and 9 dogs at the facility, and 35 fosters. She also reported the village of Ohlman signed their municipal contract. Donaldson also reported a mayors meeting was held with positive feedback about another animal control municipal contract. He said this version, which was proposed by Litchfield Police Chief Kenny Ryker, would require municipalities to pay a flat per capita fee for animal control services rather than on a per call basis. He stated Affrunti said the county can have two different contracts. County Clerk Leitheiser stated it was also mentioned at that meeting about a feral cat program. Donaldson said that will have to be a separate issue entirely.
7. **Animal Control Policy Update/Approval:** Hughes reported he heard concerns about the policy that was passed last month putting restrictions on fosters. He said he understands these concerns and believes that the policy can be adjusted. **Motion by Jones and second by Ruppert to recommend the**

Full Board approve the amended Animal Control Policy on Housing. Gerl asked if the second part of the policy regarding animal medications could be adjusted. She stated she has certain medications she has to administer, such as amoxicillin, that wouldn't fall under the "vaccination and parasite control" phrases listed in the policy. Ruppert said they could add to the wording in that part. Jones suggested adding the phrase "medication authorized in accordance with the Humane Act and the Illinois Department of Agriculture." **Jones amends his motion, with the approval of Ruppert, to recommend the amended policy with the discussed phrase regarding medication. All in favor, motion carried.** Gerl stated she also needs a safe for horse medication that she is required to keep locked up. She said she currently has it hidden, but needs a safe in order to store it correctly. Sheriff Rick Robbins said he could supply safe storage for it. Gerl said that would work.

8. **Pre-Approved Vendor List Update/Approval:** Hughes reported the Pre-Approved Vendor List has some veterinary clinics listed that are no longer in business. Additionally, he stated he would like to remove Schreiber Veterinary Clinic since they are located outside of the county. He said removing them would not ban animal control from utilizing their services, but the vouchers would then go to the committee. He said Countryside Vet Clinic is now Hillsboro Advanced Vet Care, which is also already on the list. Additionally, Nokomis Vet Clinic is on the list and he did not know if they were still in business. Ruppert said they are no longer in business. **Motion by Beason and second by Ruppert to recommend the Full Board approve the updated Pre-Approved Vendor List with the removals of Countryside Vet Clinic, Nokomis Veterinary Clinic and Schreiber Veterinary Services. All in favor, motion carried.**
9. **Nextlink Broadband Internet Update/Approval:** Hughes stated Mike Johnson is planning on attending the Full Board meeting.
10. **Vistra Energy – Coffeen Solar Project Enterprise Zone Request Update/Approval:** Hughes reported the Enterprise Zone mayors voted to reject Vistra Energy's request. Donaldson stated the County's enterprise zone is 15 square miles total, and about 12.1 is currently being utilized. Vistra's request was for 1.1 square miles, and the mayors believed that was too much of the remaining available zone to allow.
11. **Revised Personnel Manual Update/Approval:** Hughes reported they are waiting for State's Attorney Affrunti on this issue.
12. **2023 Electronics Recycling Drive Summaries Update/Approval:** Environmental Protection Administrator Chris Daniels presented the summaries of this year's electronics recycling drives. Leitheiser stated she noticed not many televisions were collected, potentially because of the cost. She asked if there were any other companies willing to put on these drives that did not require that cost. Daniels said she has checked, but most of the other companies charge a fee for recycling TVs as well.
13. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** **Motion by Ruppert 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 5:37 p.m. Motion by Beason and second by Bergen to come out of executive session. All in favor, motion carried. Committee returned to open session at 6:52 p.m. No action was taken.**
14. **Union Negotiation Meetings with Local 1084 (Correctional Officers and Telecommunicators) Update/Approval:** The committee will hold a special meeting November 20, 2023 beginning at 4:30 p.m. to discuss the union contracts.
15. **Other Business:** None.

Motion to pay the bills by Jones and second by Bergen. All in favor, motion carried.

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

Meeting adjourned at 6:52 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
Finance & Budget Committee Meeting Minutes
County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Friday, November 3rd, 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: Eric Braasch, Tyson Holshouser, Daniel Robbins, Sandy Leitheiser, Kendra Niehaus, Phil Ernst, Rick Robbins, Nikki Lohman and Andrew Affrunti

The committee met today to discuss the following:

1. **Public Comment:** None.
2. **SOA Report Update/Approval:** Supervisor of Assessments Niehaus reported she is waiting to hear back from Information Services about a Devnet login and password for the North Litchfield Township assessor. She said he does the property record card on paper and brings it to her, and she then does it electronically. Niehaus also asked if there was a way for the board to consider zoning for the county, adding it would be easier for her office to keep track of structures that have been constructed and changes that have been made to properties without acquiring permits. She said the county passed an ordinance in the 1990s instituting a \$500 fine per day for not having a building permit, but there is no way to enforce the ordinance because of the lack of a zoning board or enforcement officer. She said she didn't know if there was a way for the county to get zoning that did not have a lot of restrictions. State's Attorney Affrunti said the initial amount of setup that comes with creating zoning is the same regardless of how many restrictions there are. Donaldson said the board will discuss it at a future meeting.
3. **Capital Improvement Fund Reports Update/Approval:** Treasurer Lohman reported it is not related to the capital improvement fund, but she was able to update the Treasurer's report through the month of October, and the county is looking at a general fund deficit of \$477,000 instead of the initial project \$1.2 million. She also reported the county has not received a check from the county farm lease this fiscal year. Donaldson stated the contract says that payment is due November 10th. Lohman said she needed to know if the county wanted to fund the deficit with all coal money, all ARPA or split it since the difference is not as large as initially projected. Ritchie stated he thinks the ARPA money should be used since it has to be spent. Affrunti said his opinion is the same. Lohman stated some counties are taking interest made from ARPA, investing it in CDs and using it to pay for sheriff's vehicles, which is something the board can consider. Assistant Coordinator David Jenkins said he will add "Balancing the FY 2023 budget with ARPA funds" to the full board agenda.
4. **2024 Committee Meeting Dates and Times Update/Approval:** Jenkins reported the committee has a couple conflicts if they choose to move their regular meetings to Thursday mornings. He said the November Buildings and Grounds Committee meeting is on a Thursday morning because of Election Day, and the Fourth of July falls on a Thursday in 2024. He said the Development and Personnel Committee also meetings on a Thursday in January and September because of Monday holidays; however, their meeting takes place in the evening and would not affect anyone on the Finance Committee other than Board Chair Donaldson. **Motion by Ritchie and second by Beck to move the 2024 Finance and Budget Committee meetings to Thursdays at 8:30 a.m. ROLL CALL VOTE: Voting YES: Ritchie, Beck and Loucks. Voting NO: Folkerts and Young. Voting PRESENT: Whitworth. Motion carries with a 3-2-1 vote in favor.**
5. **Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-402-001, 007 & 017 Update/Approval:** **Motion by Ritchie and second by Whitworth to recommend the Full Board**

approve the Resolutions to convey deeds in agenda items 5 through 25. All in favor, motion carried.

6. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-402-018, 019 & 020 Update/Approval: Item addressed during Agenda item number 5.
7. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-402-021, 022 & 023 Update/Approval: Item addressed during Agenda item number 5.
8. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-402-024, 10-03-403-002 & 003 Update/Approval: Item addressed during Agenda item number 5.
9. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-403-004, 005 & 006 Update/Approval: Item addressed during Agenda item number 5.
10. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-403-008, 009 & 010 Update/Approval: Item addressed during Agenda item number 5.
11. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-403-011, 013 & 018 Update/Approval: Item addressed during Agenda item number 5.
12. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-403-019, 10-03-404-002 & 004 Update/Approval: Item addressed during Agenda item number 5.
13. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-404-005, 007 & 008 Update/Approval: Item addressed during Agenda item number 5.
14. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-404-009, 10-03-405-002 & 003 Update/Approval: Item addressed during Agenda item number 5.
15. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-405-005, 006 & 009 Update/Approval: Item addressed during Agenda item number 5.
16. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-405-013, 016 & 017 Update/Approval: Item addressed during Agenda item number 5.
17. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-405-019, 021 & 036 Update/Approval: Item addressed during Agenda item number 5.
18. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-406-007, 012 & 013 Update/Approval: Item addressed during Agenda item number 5.
19. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-407-002, 003 & 10-03-405-030 Update/Approval: Item addressed during Agenda item number 5.
20. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-405-032, 033 & 035 Update/Approval: Item addressed during Agenda item number 5.
21. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-408-002, 004 & 011 Update/Approval: Item addressed during Agenda item number 5.
22. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-408-012, 013 & 018 Update/Approval: Item addressed during Agenda item number 5.
23. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-408-019, 021 & 022 Update/Approval: Item addressed during Agenda item number 5.
24. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-408-023, 037 & 040 Update/Approval: Item addressed during Agenda item number 5.
25. Recommend Approving Resolution to Convey Deed for Parcel ID # 10-03-405-011 Update/Approval: Item addressed during Agenda item number 5.
26. Recommend Approving Resolution to Convey Deed for Parcel ID # 16-14-426-022 Update/Approval: Motion by Ritchie and second by Whitworth to recommend the Full Board approve the Resolution to convey deed for Parcel ID # 16-14-426-022 in Hillsboro Township to Brandon Petty. All in favor, motion carried.
27. Recommend Approving Resolution to Convey Deed for Parcel ID # 12-22-404-011 Update/Approval: Motion by Young and second by Ritchie to recommend the Full Board approve the Resolution to convey deed for Parcel ID # 12-22-404-011 in Irving Township to Frank Elam. All in favor, motion carried.

28. **Recommend Approving Intergovernmental Agreement between Montgomery County and the Emergency Telephone System Board for Centralized Emergency Dispatch Center Update/Approval:** Motion by Whitworth and second by Folkerts to recommend the Full Board approve the Intergovernmental Agreement between Montgomery County and the Emergency Telephone System Board for Centralized Emergency Dispatch Center. All in favor, motion carried.
29. **Recommend Approving the FY 2024 Budget Change Sheet Update/Approval:** Insurance representative Eric Braasch reported premiums are up all throughout the industry. He stated the county is looking at a total premium increase of 18 percent, which includes workers compensation, automotive and cybersecurity. He said workers compensation alone increased from about \$62,000 to \$86,000. Lohman stated the budget that was displayed included a total premium increase of 10 percent, which is why this change has to be declared. She said this change will not affect the general fund, but it will have an effect on the levy. She stated they are looking at pulling the difference from the cash balance. When asked how often property casualty insurance is bid out, Braasch said he believes it was last bid out three or four years ago. Young asked why the small equipment line on the change sheet increased from \$18,000 to \$218,000. Circuit Clerk Robbins stated it actually needs to increase to \$300,000, but it is based on a technology grant he is applying for. He said if they don't receive the grant, they won't be making the purchases associated with it. Robbins also changed a salary contribution line to zero, and put that money in the salary line. Lohman said the salary contribution needs to reflect the additional salary that was not negotiated in the union contract so the board can track it better. This line is from his special funds, and Robbins said he has one employee that is paid completely out of special funds. Lohman said the math on the change sheet was also not correct. The salary and salary contribution should equal \$35,035. Lohman stated the maintenance salary lines are also on the change sheet. They reflect the additional \$4,000 the committee previously discussed giving to the maintenance department during budget hearings. Maintenance Superintendent Ernst said this is because they took \$7,000 out of expenses for the Johnson Controls contract. Based on the changes made, Lohman said the general fund deficit will increase by \$4,000. When asked how much coal money was budgeted for total expenses next fiscal year, she said it is about \$1.5 million. Sheriff Robbins stated he would like communication to work out better next year with Bellwether during the budget process. He said some items were cut from his budget that he couldn't cut, such as pensions, and he was not aware of these. Lohman said the committee needs to vote to recommend the budget changes to the full board. **Motion by Whitworth and second by Beck to recommend the Full Board approve the Fiscal Year 2024 Budget Change Sheet with the changes made during today's meeting. ROLL CALL VOTE: Voting YES: Ritchie, Beck, Folkerts and Whitworth. Voting NO: Loucks and Young. Motion carries with a 4-2 vote in favor.**
30. **Recommend Approving FY 2024 Budget Ordinance Update/Approval:** Motion by Ritchie and second by Whitworth to recommend the Full Board approve the FY 2024 Budget Ordinance as presented. Loucks votes no. Motion carries with a 5-1 vote in favor.
31. **Recommend Adopting the Estimated FY 2024 Aggregate Levy Update/Approval:** Lohman reported the aggregate levy did not change, so the committee does not have to vote again since they voted to recommend during last month's meeting.
32. **Recommend Adopting the Estimated FY 2024 Special Levies Update/Approval:** Ritchie reported this item is tied to the following agenda items.
33. **Recommend Approving the FY 2024 Budget Appropriations, Levies, Ordinances and Resolutions Update/Approval:** Lohman said these items will have to be voted on individually at the full board meeting, but could be voted on together now. **Motion by Ritchie and second by Beck to recommend the Full Board approve the FY 2024 Budget Appropriations, Levies, Ordinances and Resolutions as presented. All in favor, motion carried.**
- A. Resolution to Adopt the Fiscal Year 2024 Financial Appropriation Ordinance Update/Approval:** Nothing additional to report.

- B. Ordinance Approving FY 2024 Montgomery County Levies Update/Approval: Nothing additional to report.
 - C. Resolution to pass the levy for Veterans Assistance Update/Approval: Nothing additional to report.
 - D. Resolution to pass the levy for Senior Citizen Social Services Update/Approval: Nothing additional to report.
 - E. Resolution to pass the levy for the County Extension Service Update/Approval: Nothing additional to report.
 - F. Resolution to pass the Community Mental Health Board Tax levy Update/Approval: Nothing additional to report.
 - G. Resolution to pass the levy for the Farmersville/Waggoner Special Service Area Update/Approval: Nothing additional to report.
 - H. Resolution to pass the levy for the Raymond/Harvel Special Service Area Update/Approval: Nothing additional to report.
 - I. Resolution to pass the levy for the Nokomis/Witt Special Service Area Update/Approval: Nothing additional to report.
 - J. Resolution to pass the levy for the Hillsboro Special Service Area Update/Approval: Nothing additional to report.
 - K. Resolution to set Salaries for the following Department Heads: Supervisor of Assessments, Probation Officer, and the Assistant Probation Officers Update/Approval: Nothing additional to report.
 - L. Resolution to Authorize State's Attorneys Appellate Prosecutor and to appropriate the sum Update/Approval: Nothing additional to report.
34. Recommend Approving Intergovernmental Agreement with the Raymond Community Fire Protection District for ARPA distribution Update/Approval: Motion by Ritchie and second by Whitworth to recommend the Full Board approve the Intergovernmental Agreement with the Raymond Community Fire Protection District for ARPA Distribution. All in favor, motion carried.
 35. Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase a skid unit for Raymond Community Fire Protection District Update/Approval: Motion by Ritchie and second by Beck to recommend the Full Board approve the Ordinance authorizing the use of ARPA funds to purchase a skid unit for the Raymond Community Fire Protection District. All in favor, motion carried.
 36. Recommend Approving Intergovernmental Agreement with the City of Litchfield for ARPA Distribution Update/Approval: Motion by Ritchie and second by Whitworth to recommend the Full Board approve the Intergovernmental Agreement with the City of Litchfield for ARPA distribution. All in favor, motion carried.
 37. Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase a warning siren for the City of Litchfield Update/Approval: Motion by Ritchie and second by Folkerts to recommend the Full Board approve the Ordinance authorizing the use of ARPA fund to purchase a warnings siren for the City of Litchfield. All in favor, motion carried.
 38. Recommend Approving Intergovernmental Agreement with Farmersville-Waggoner Fire Protection District for ARPA Distribution Update/Approval: Motion by Ritchie and second by Beck to recommend the Full Board approve the Intergovernmental Agreement with the Farmersville-Waggoner Fire Protection District for ARPA distribution. All in favor, motion carried.
 39. Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase SCBA Equipment for the Farmersville-Waggoner Fire Protection District Update/Approval: Motion by Ritchie and second by Beck to recommend the Full Board approve the Ordinance authorizing

the Use of ARPA funds to purchase SCBA Equipment for the Farmersville-Waggoner Fire Protection District. All in favor, motion carried.

40. Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: *(not needed)*

41. Other Business: Lohman reported the health insurance Member Advocacy program is on the Development and Personnel agenda to be signed. She said this program is United Healthcare's version of what Reva did with Health Alliance. She also reported the tax sale was held this past Monday.

Motion to pay the bills and payroll by Ritchie and second by Whitworth. All in favor, motion carried. Motion to Adjourn by Folkerts and second by Loucks. All in favor, motion carried. Meeting adjourned at 10:50 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, November 8th, 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:** Highway Engineer Greenwood reported they are putting temporary seeding down around the bridge now, with final seeding expected to happen next year. He said once temporary seeding is completed, he believes it could be opened to traffic.
3. **Bid Results for new hydraulic excavator Update/Approval:** Greenwood reported he advertised for bids for a new trackhoe. One bid was received from the specs that were advertised. It came from Cat Altorfer in the amount of \$251,335. **Motion by Bergen and second by Whitworth to recommend the Full Board accept the bid from Cat Altorfer for a new hydraulic excavator in the amount of \$251,335. All in favor, motion carried.**
4. **Resolution 2023-10 appropriating funds for 50/50 culvert replacement on Hillside Ave., Witt/Nokomis Twp. Update/Approval:** Greenwood reported this project will cost \$14,000, and the county's share will be \$7,000. **Motion by Ruppert and second by Murzynski to recommend the Full Board approve Resolution 2023-10 appropriating funds for 50/50 culvert replacement on Hillside Avenue. All in favor, motion carried.**
5. **Agreement for County Engineer's Salary Program Update/Approval:** Greenwood reported this is a six-year program, and the County must pay at least 95 percent of the Illinois Department of Transportation's recommended salary for county engineers in order to remain in the program. **Motion by Loucks and second by Bergen to recommend the Full Board approve the agreement for the County Engineer's Salary program. All in favor, motion carried.**
6. **Resolution 2023-11 Appropriating Funds for the Payment of the County Engineer's Salary Update/Approval:** **Motion by Whitworth and second by Ruppert to enter into executive session for the purpose of discussing personnel and salaries. All in favor, motion carried. Committee entered into executive session at 8:58 a.m. Motion by Bergen and second by Ruppert to come out of executive session. All in favor, motion carried. Committee returned to open session at 9:11 a.m. Motion by Bergen and second by Whitworth to recommend the Full Board approve Resolution 2023-11 appropriating funds for the payment of the County Engineer's salary with an increase of 2.5 percent. Loucks votes no. Motion carries with a 4-1 vote in favor.**
7. **Section 09-00133-00-BR – Walshville Tr. Bridge Replacement Engineering Services Update/Approval:** Greenwood reported this engineering agreement is to continue with the Walshville Trail Bridge project. He said this project was put out before Covid, and the only way to cover the extra costs was to reapply for major bridge funds. Ruppert asked if this project now has everything Greenwood is in support of. Greenwood said yes. **Motion by Ruppert and second by Whitworth to recommend the Full Board approve the engineering agreement with WHKS for the Walshville Trail Bridge Replacement in the amount of \$99,675.13. All in favor, motion carried.**
8. **Section 23-10121-00-BR E. 23rd Rd., Nokomis Twp., Bridge Replacement Engineering Services Update/Approval:** Greenwood stated this engineering agreement is more expensive because of the

complexity of the project. He said it is not the typical township bridge project. Ruppert stated he does not believe they have enough funds in it. **Motion by Whitworth and second by Ruppert to recommend the Full Board approve the engineering agreement with WHKS for the East 23rd Road Nokomis Township Bridge Replacement in the amount of \$146,461. All in favor, motion carried.**

9. **Section 23-18119-00-BR E. 22nd Rd., Witt Twp., Bridge Replacement Engineering Services Update/Approval:** Greenwood reported this item will need to be tabled again.
10. **Surplus Property Update/Approval:** Greenwood reported they will be getting a new John Deere tractor for mowing on Monday, and they need to establish their old mower as surplus property in order to be able to sell it. He said the old machine is a 2002 John Deere 6410 tractor with a 2001 Tiger boom mower and ditching head. **Motion by Ruppert and second by Loucks to recommend the Full Board declare the 2002 John Deere 6410 tractor and 2001 Tiger boom mower and ditching head as surplus property. All in favor, motion carried.**
11. **Old Highway Dept. Update/Approval:** Greenwood stated there is not much to report on this since the Buildings and Grounds committee voted to reject the one bid they received. He said they have taken it off the agenda until further notice.
12. **Roof replacement on white block building Update/Approval:** Greenwood reported the Buildings and Grounds committee wants to move forward with installing a metal roof on the block building at the highway department. He said the board needs to have some real discussion about what the future of that building is before paying to replace the roof. He said the metal roof quote he received is for around \$89,000. Greenwood stated he would recommend getting rid of that building and building a new building that fits what EMA and the Health Department want.
13. **Other Items:** None.

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

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

Meeting adjourned at 9:40 a.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder, Sandy Leitheiser.