

Montgomery County Board Coordinating Committee Meeting Minutes

Date: Thursday, December 29, 2022

Time: 8:30 AM – County Board Room

Members Present: Doug Donaldson, Evan Young, Connie Beck, Mark Hughes and Andy Ritchie

Members Absent: Gene Miles

Others Present: Daniel Robbins, Cody Greenwood, Joe Gasparich, Dan Hough, Sandy Leitheiser, Curt Watkins, Emily Gerl, Russell Beason, Sarah McConnell and Fred Butler

The committee met today to discuss the following:

Coordinating Committee: Doug Donaldson, Board Chairman -

1. **Information Systems Report Update/Approval:** Information Services manager Watkins reported his office is performing end of the year maintenance. He also reported he hired someone to start Tuesday, January 3, to replace the vacancy in the office left by the departure of Mat Marietta. Watkins stated the new hire does not have the same experience Marietta had so it will take some time to get the individual up to speed, but he said he is very excited about the hire.
2. **EMA Report Update/Approval:** EMA Coordinator Hough reported their department ended the year well, though they dealt with several incidents related to the cold weather. He also stated it is becoming increasingly more important to keep the EMA trailer in a climate-controlled facility. He said their office has ARPA funding set aside for a building, but he is unsure how to proceed with that. EMA Coordinator Gasparich also reported the Hazard Mitigation Grant plan should be done by the end of 2023.
3. **Committee Structure Update/Approval:** Donaldson stated there is nothing new to report on the committee structures at this time but the Rules Committee will meet on January 18 at 5:00 p.m.
4. **Carbon Capture and Storage Update/Approval:** Donaldson reported he has been in contact with Jim Prescott of the Heartland Greenway carbon sequestration project. Donaldson stated a lot of leases have been signed in Audubon Township. Hough stated they were invited to an emergency responders training event, and the closest location is Jacksonville. Donaldson said he plans on having a conversation with Prescott about Montgomery County hosting one.
5. **EPA Report Update/Approval:** EPA Administrator Christine Daniels reported she will be compiling end of the year information for EPA.
6. **Rules Committee Meeting Update/Approval:** Beck reiterated the Rules Committee will meet on January 18 at 5:00 p.m. to discuss rules of the county board and compare past rules of order with other counties.
7. **West Central Development Council/Job Center Board/CEO Board Update/Approval:** Young stated Donaldson is automatically part of the West Central Development Council and he will have to make Patty Whitworth a proxy if she is to be on it.
8. **Resolution Opposing HB 5855 Protect Illinois Communities Act Update/Approval:** Donaldson reported he hopes to have a Resolution written in time for the Full Board meeting on January 10 so they can vote on it.
9. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
10. **Other Business:** None.

Development & Personnel Committee: Mark Hughes, Chairman -

1. **Assistant Public Defender Position Update/Approval:** Hughes reported Judge Jim Roberts is planning on attending the Development and Personnel Committee meeting on January 5 to discuss the hiring of a new associate public defender. Hughes said the only question he has is how the Judge plans on paying for it if a salary is offered that exceeds what has been budgeted for in Fiscal Year 2023.
2. **MCEDC Update/Approval:** Hughes said he plans on attending the next meeting in February.

3. **Tourism Update/Approval:** Hughes said he has nothing new to report on tourism and will take this off the agenda for the time being.
4. **Economic Impact Analysis for Virden Wind Project Update/Approval:** Hughes asked Young if there was any update on this since he received an email about the project when he was chairman. Young said he had not heard anything new since that email, but they were supposed to put a tower up. He said he has not heard whether or not that happened.
5. **Heartland Greenway Carbon Sequestration Project and Development Agreement Update/Approval:** Nothing new to report.
6. **Macoupin/CIPT Public Transportation Update/Approval:** Hughes reported Macoupin County reached out and said they could offer public transportation at a lower rate than what Montgomery County is paying; however, Hughes said the county currently has an Intergovernmental Agreement with CEFS and they would have to look over that agreement since it covers more than public transportation.
7. **Extension of Temporary SOA Update/Approval:** Hughes reported the board will have to consider extending temporary Supervisor of Assessments Cindy Laurent since prospective SOA Kendra Niehaus did not pass her state exam on December 14. Niehaus is scheduled to take the exam again on January 17, but Laurent's temporary appointment expires January 31 and the Full Board meets on January 10. The board would need to extend Laurent before Niehaus takes the exam on the 17th in order to be covered. Hughes said they plan on taking it month by month. He said he informed Laurent of that plan and she is fine with that.
8. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** *(not needed)*
9. **Other Business:** None.

Finance and Budget Committee: Andy Ritchie, Chairman -

1. **Assistant Public Defender Position Update/Approval:** Ritchie reported Judge Roberts is also planning on attending his committee meeting to discuss the new associate public defender. Circuit Clerk Robbins said Roberts currently has money that is not being used for contract public defenders, which could be used to offset the difference in salary for the new associate P.D.
2. **SOA Report Update/Approval:** Ritchie stated he has nothing additional to report on this topic.
3. **Capital Improvement Fund Reports Update/Approval:** Ritchie said the committee will likely have a report at their meeting on January 6.
4. **Digitizing Collectors Books for Treasurer's Office Update/Approval:** Ritchie said the committee will discuss this at their meeting.
5. **IMRF Update/Approval:** Ritchie stated he has nothing new to report.
6. **Notification of Non-County ARPA Project Recipients Update/Approval:** Ritchie stated he will be drafting a letter to send to ARPA project recipients. He said he would also like to see a formalized financial monitoring system put in place.
7. **DCEO Energy Community Reinvestment Act Grant and Vistra Energy Update/Approval:** Ritchie said he attended a webinar in the boardroom regarding a grant available to counties who have had a fossil-fuel powered power plant or mine close since 2016. Leitheiser said she found nine taxing districts in the County that were directly affected by the Coffeen Power Plant Closure in 2019, and they could be considered under the county's application umbrella. Donaldson said some taxing districts throughout the county have the resources to apply for the grant themselves. He said he did not have an answer for whether or not taxing districts not directly affected by the closure and without the resources to apply on their own would be included under the county umbrella.
8. **Economic Impact Analysis for Virden Wind Project Update/Approval:** Nothing new to report.
9. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** *(not needed)*
10. **Other Business:** Ritchie reported he will be working on financial and budget policies for the county.

Infrastructure Committee: Given by Chairman Donaldson

1. **Walshville Bypass Road Intergovernmental Agreement Update/Approval:** County Engineer Greenwood reported he invited Walshville Village Board President Joy McDonald to the Infrastructure meeting to discuss the proposed IGA.
2. **Resolution 2023-01, 2023 County MFT Resolution Update/Approval:** Greenwood reported the committee will discuss this during their meeting.
3. **2023-2024 Bulk Fuel Purchasing Letting Results Update/Approval:** Greenwood reported the committee will discuss the results at their meeting.
4. **2023 MFT Rock Letting Results Update/Approval:** Greenwood reported this item will have to be tabled.
5. **Old Highway Department Building Update/Approval:** Greenwood reported the board needs to start discussing a plan for the old brick building at the highway department.
6. **Discuss Policy/Practice for Highway Department Operations During Engineer and Assistant Engineer Absence Update/Approval:** Greenwood said this item was not part of his agenda. Coordinated Services assistant David Jenkins stated Gene Miles wanted it included on the agenda because he visited the facility in November and both the Engineer and Assistant Engineer were out of the office all day. Greenwood said even when he is out of the office he always has his phone on him and is available to talk.
7. **Maintenance and Cleaning Issues and Report Update/Approval:** Nothing new to report.
8. **A/C at Jail Dispatch Center Bids Update/Approval:** Nothing new to report.
9. **New Locks at Historic Courthouse Update/Approval:** Nothing new to report.
10. **Sidewalks at Historic Courthouse and Jail Update/Approval:** Nothing new to report.
11. **Interior Door Project for County Clerk's Office Update/Approval:** Nothing new to report.
12. **Bidding out the County Farm Update/Approval:** Hughes said he was under the impression State's Attorney Andrew Affrunti said the county was not supposed to lease the county farm. Young said Shelby County is currently being sued for a similar matter. Young stated the board could always make the bidding process contingent upon the State's Attorney's decision.
13. **EMA Storage Shed Update/Approval:** Nothing new to report.
14. **Elections Update/Approval:** Leitheiser reported her office is getting things ready for the next election.
15. **Animal Control Facility Update/Approval:** Gerl reported animal control is currently at full capacity. She also reported a Great Pyrenees from the Tomazzoli case went to rescue this morning.
16. **Animal Control Municipal Contracts Update/Approval:** Gerl stated she has been running into issues lately getting municipalities to sign their contracts because they mention a charge for humane investigations, which are supposed to be covered under the state statute. She said she is waiting to hear back from State's Attorney Affrunti on the matter.
17. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
18. **Other Business:** Robbins stated the committee will need to review and recommend approving a letter of intent for ADA compliance work at the new courthouse. He also stated the Safe-T Act was found partially unconstitutional.

Public Comments: None.

Appointments for this month's Full Board meeting: Donaldson reported Darrin Beckman and Bill Bergen will be appointed to the 911/ETSB Board at the next Full Board meeting. Hughes asked if Bergen was allowed to collect pay for attending those meetings. Donaldson said he is not allowed to collect per diem, but he does not believe that will affect Bergen's willingness to serve on the board.

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

Motion to Adjourn by Ritchie and second by Hughes. 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

Date: Thursday, January 5th, 2023

Time: 5:00 PM – County Board Room

Members Present: Mark Hughes, Bill Bergen, Russell Beason, Jeremy Jones, Ethan Murzynski, Bob Sneed and Doug Donaldson

Members Absent: None.

Others Present: Rick Robbins, Sandy Leitheiser, Daniel Robbins, Sarah McConnell, Curt Watkins, Jim Roberts, Erin Mattson, Mark Sweizer, Joe Gleespen, Greg Archibald and Kent Tarro

The committee met today to discuss the following:

Development & Personnel Committee: Mark Hughes, chairman -

- 1. Assistant Public Defender Position Update/Approval:** Judge Roberts reported changes have happened to the Public Defender's office the last couple of months and he had to act quickly on hiring an associate public defender. He said the office used to employ public defender Mattson and three contract PDs, but with the increased workload he and Mattson discussed hiring another full-time PD. Roberts stated nobody applied for the associate PD position the first year it was advertised. He said money wasn't the issue as he couldn't even get anyone to apply. Roberts stated when he was able to hire someone, that individual worked for five months, got a large case load and then left. He said he hired another individual in May of 2022, but that individual got a better job elsewhere for more money. Roberts said he decided he had to make the job lucrative in order to get someone to apply and stay once hired. He said he hired Wes Poggenpohl in December. Poggenpohl will be making more than the \$70,000 that was budgeted for the Associate Public Defender position for Fiscal Year 2023. Roberts said despite making more than the budgeted amount, the overall budget for the county will not change. He said he has had a vacancy in one of the contract public defenders positions for six months and has money from that budget that has not been and will not be spent otherwise. Roberts said Poggenpohl lives 20 minutes from the courthouse and is a known employee for Montgomery County, as he used to be an assistant State's Attorney here. He stated Poggenpohl will stay at least two years. Roberts said he would like him to stay a little longer, but it's at least two years. He said with the hiring of Poggenpohl, he will now not be filling the third contract public defender position and will use money from the judges and public defenders budgets to pay Poggenpohl in FY 2023.
- 2. MCEDC Update/Approval:** Hughes reported MCEDC will meet February 9 and he will have a report after that.
- 3. Economic Impact Analysis for Virden Wind Project Update/Approval:** Hughes reported the board received an economic impact analysis for a Virden Wind Project. The document is more informational and board members may receive a copy if they wish to take a look at it.
- 4. Heartland Greenway Carbon Sequestration Project and Development Agreement Update/Approval:** Sheriff Robbins stated he received notification of a first responders training event related to carbon sequestration. He said one of the events would be held in South Dakota. He said the closest event to Montgomery County is held in Springfield, but he said that is not really the same training event as the one being held in South Dakota. He said he finds it odd that the Heartland Greenway project representatives have been so enthusiastic about presenting their project to the County but have not scheduled a training event here. Greg Archibald said he had a problem with the county giving HG project representatives permission to conduct testing. Donaldson said he spoke with highway engineer Cody Greenwood, and they issued permits to conduct seismic testing, which should be completed within the next week or two. Archibald said he questions the legitimacy of issuing the permits in the first place. Donaldson said these permits basically give HG reps permission to use county roads, and if they wanted to go onto private property to conduct the tests, there's nothing the County could do about that. Archibald stated Donaldson has been doing his job and whenever a local resident from his area had an issue, Donaldson was there to find out what was going on. Archibald said the HG project has turned residents against each other because some are against it while others have

already leased their land for the project. Jones said the County is caught playing catch up because zoning is the only way to stop it, and we don't have it as of right now. Beason said the county board could pass a resolution stating their opposition to the project, but it would be nonbinding.

5. **Macoupin/CIPT Public Transportation Update/Approval:** Hughes reported representatives from Macoupin County sent an email to chairman Donaldson with statistics comparing their public transportation program to that of Central Illinois Public Transit's. He said CIPT is under the umbrella of CEFS, who the County currently has an agreement with and the board would need to do a little more research. Kent Tarro was in attendance on behalf of the Macoupin County Public Transportation. He said their county has made public transportation a priority. He said he knows CEFS offers a lot of services, but CIPT is not a priority. Tarro stated they serve about 2,000 Montgomery County residents who are in their health centers. He said Douglas and Effingham counties have broken away from CIPT and there has to be a reason. He also stated the medical community has given up trying to get rides from CIPT. He said Macoupin County costs about \$2.80 per vehicle mile, and CIPT is around \$5.00. Tarro said he knows Montgomery County has a contract that will have to be renewed in February and there probably isn't enough time to make a change this year, but it is something to consider in the future.
6. **Extension of Temporary Supervisor of Assessments Update/Approval:** Hughes reported they planned on extending temporary SOA Cindy Laurent another month, but they found out that the original appointment was a one time, 60-day appointment. Hughes said Laurent can still run the office, but chairman Donaldson will have to sign some documents once her appointment expires at the end of January.
7. **DCEO Energy Community Reinvestment Act Grant Update/Approval:** Coordinated Services assistant David Jenkins explained county representatives had been attending webinars for months learning about the possibility of a grant being made available to units of government with fossil-fuel powered power plants and mines that have closed since 2016. He said a week before Christmas, the county was notified of a grant officially being made available. He stated Montgomery County would be considered the lead grantee since the Coffeen Power Plant that closed in 2019 was located in an unincorporated part of the County. Other units of government would be eligible to apply for the grant, but they would need to either partner with the County in their application or receive a letter of support. Jenkins said grant recipients would be guaranteed \$50,000. The total amount being awarded by the state is \$40 million. After each recipient is awarded \$50,000, the State would then divide what's left of the grant money and award it to grantees using a formula based on property tax loss and job loss. Jenkins said the County has 114 total taxing bodies in the County, but including everyone in the same application could be a nightmare for a grant writer. County Clerk Leitheiser said she reached out to Dan Rogers to see if he would be interested in and available to write this grant for the county. She said an informal meeting of county leaders, which included MCEDC executive director Valerie Belusko, was held for individuals to speak with Rogers about the grant. Leitheiser said the rate to hire Rogers is about \$38 per hour. Jenkins said it was suggested to use the Vistra tax bill as a reference for which taxing districts to include in the county application since their property tax and job losses could be easily tracked. There are nine taxing districts on the 2021 Vistra tax bill, which includes the County. That would leave 105 taxing districts needing letters of support so they can apply on their own. Jones asked if the County should go ahead and apply for the grant on our own. Bergen said he did not like the idea of including some on the application while excluding others. He said the board would get into the same mess that they did with the ARPA money that way. Hughes said he would like to see the committee recommend the Full Board use the tax bill as a reference as to which districts to include in the application. **Motion by Sneed and second by Jones to recommend the Full Board apply for the DCEO Energy Community Reinvestment Act Grant with the taxing districts listed on the 2021 Vistra tax bill included in the county application. Bergen votes no. All others in favor (5-1), motion carried.**
8. **Recommend Approving Contract with Consultant/Grant Writer for DCEO Energy Community Reinvestment Act Grant Update/Approval:** **Motion by Murzynski and second by Jones to**

recommend the Full Board hire Dan Rogers to write the DCEO Energy Community Reinvestment Act grant. All in favor, motion carried.

9. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
10. **Other Business:** Robbins stated an individual sustained a workplace injury in his department. He said this individual is not represented by the statute of all first responders. He said he had a question about how to cover paying for the time off because of the injury since it was not covered under the first responder statute. He stated the insurance company said it was up to the county. He also said State's Attorney Andrew Affrunti said it was up to him as well. Robbins said he is going to pay the individual out of his budget the three days plus full pay. Sneed said whatever Robbins plans on doing is fine with him. Leitheiser reported there was a hit and run incident at the new courthouse involving one of her employees. She said one of her new employee's vehicles sustained damage from the incident. She stated Hillsboro Police have been handling the incident, but they have been unable to find the individual who caused the hit-and-run. Robbins also reported the county received the annual Jail Inspection Report. He said the only findings we were docked on were lack of staffing of correctional officers.
11. **Public Comment:** None.

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

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

Meeting adjourned at 6:40 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

Date: Friday, January 6th, 2023

Time: 8:30 AM – County Board Room

Members Present: Andy Ritchie, Connie Beck, Ken Folkerts, David Loucks, Ethan Murzynski, Patty Whitworth and Doug Donaldson

Members Absent: None.

Others Present: Joe Gasparich, Kevin Schott, Sandy Leitheiser, Nikki Lohman, Daniel Robbins, Erin Mattson, Jim Roberts, Cindy Laurent and Rick Robbins

The committee met today to discuss the following:

- Assistant Public Defender Position Update/Approval:** Judge Roberts reported his contract attorneys have been dealing with more work than they are able to do and he and public defender Mattson came to the decision that another full-time public defender was needed. He said when they advertised the job opening, nobody applied the first year. Roberts said he was asked at the time if money was the issue, and he said it wasn't because he couldn't even get anyone to apply. He said this is a problem not exclusive to our county but is one facing smaller counties across the state. Roberts said he was able to hire someone last year, but that individual was here for five months and then left after getting a better job offer elsewhere. He also said one of the three contract public defenders left for a full-time job in Fayette County in July of 2022. He said he hired an associate public defender in May 2022 and she did a great job; but she left the job after five months. Roberts said he hired Wes Poggenpohl in December to be the new associate public defender. He said he normally would have brought this before the full board before hiring someone, but the board was in the middle of reorganizing and Poggenpohl had other offers. He said Poggenpohl will be paid more than the \$70,000 that was budgeted in the associate public defender line for FY 2023; however the overall county budget will not change. Roberts said he has not filled the third conflicts public defender position and does not anticipate filling it after hiring Poggenpohl. He stated in order to hire Poggenpohl, he will pay the new associate PD out of his and the public defenders budgets. He said his hope is the third conflict PD position can be eliminated now that another full-time PD has been hired. Loucks asked if Montgomery County was that far off in salaries from other counties. Roberts said it's competitive. He said the first associate PD was lost to a neighboring county, who was there for a week and then left that county for a lot more money in Madison County. Roberts stated he hopes to have Poggenpohl stay for at least two years. Mattson said Poggenpohl will be paid out of her associate public defender line until it is gone, and then will be paid out of the judge's conflict public defender line.
- SOA Report Update/Approval:** Interim Supervisor of Assessments Cindy Laurent reported the last day to sign complaints was January 5, 2023 at 4 p.m. She also reported the tentative abstract was sent and received. She said she continues to train and guide staff on a daily basis as to what she can do as interim SOA.
- Recommend Approving Salary Increase for Interim Supervisor of Assessments for February 2023 Update/Approval:** Laurent reported she cannot be reappointed as SOA once her initial appointment expires at the end of January. Coordinated Services assistant David Jenkins said Laurent notified his office about this. He said Laurent's workload will not change once her appointment expires at the end of January, but she will be unable to sign the abstract and board of review items. He said it will be Chairman Donaldson's responsibility to sign that stuff once the appointment ends. Laurent requested her pay as interim SOA continue since her workload is not decreasing. Jenkins said Kendra Niehaus, who has been taking exams in order to become the new SOA, takes the state exam again January 17; however, because that is after the Full Board meeting January 10th, the board will have to make a decision before then. Laurent said even if Niehaus passes her exam on the 17th, she would not be certified until sometime in February and still would need to be trained in certain areas. **Motion by Ritchie and second by Whitworth to extend Cindy Laurent's temporary salary through February 2023. All in favor, motion carried.**

4. **Capital Improvement Fund Reports Update/Approval:** Treasurer Lohman reported she is in the process of talking to local banks about investments. She said the county's term investments are coming up in March. She reported no interest rates were below four percent yesterday.
5. **Digitizing Collectors Books for Treasurer's Office Update/Approval:** Ritchie reported this is one of the board-approved county ARPA projects, and he was very impressed with the quality of work based on the samples provided. **Motion by Ritchie and second by Beck to recommend the Full Board approve digitizing the collector's books and sign the contract with US Imaging, Inc. All in favor, motion carried.** Jenkins asked if he needed to add an ordinance to the Full Board agenda authorizing the purchase with ARPA funds. Lohman said yes.
6. **IMRF Update/Approval:** Ritchie stated he has nothing new to report for IMRF at the moment. Lohman said the only thing she has is there is an employee under senior services who is working seven hours a day, which means they have a 35-hour work week and probably need to be signed up for IMRF. She said the employee is also currently making only \$9 per hour and the state minimum wage is \$13, but that is set by the senior citizens board. Lohman stated she can proceed with calling the individual and getting her to sign IMRF documents, but the senior board will have to discuss her pay.
7. **FY 2022 Audit Update:** Scheffel Boyle CPAs Kaitlin Feldmann and Jessica Smith introduced themselves to the committee. They stated they are currently working on the audit in the conference room.
8. **Notification of Non-County ARPA Project Recipients Update/Approval:** EMA Coordinator Kevin Schott reported they have been allocated \$80,000 for generators. He said he found one 35 KW generator for \$60,000, but it would not be here until August 2024. He said he and Gasparich were able to find two used generators from Altorfer that they could fit into that \$80,000 budget. Gasparich said the generators have about 800 hours on them. Schott said these generators could be used for potential warming centers whenever the weather gets bad. He said the County EMA would provide the generators, but the individual communities would have to provide the shelters. Gasparich said they would need to call Altorfer and make sure the generators are still available. Jenkins said he would add the ordinances to the Full Board agenda for January 10, 2023.
9. **Bellwether ARPA Reporting and Budgeting Process Update/Approval:** Lohman reported representatives from Bellwether will be in attendance at the February Finance and Budget Committee meeting to talk about ARPA, as well as the possibility of Bellwether taking over the budgeting process from the County. Loucks asked if Bellwether would set salaries if they took over the budgeting process. Lohman said they would advise. Loucks said the hardest part of the budgeting process is salaries because we are such a small community. Lohman said Bellwether doesn't know the people around here, so their advice and recommendations wouldn't be personal. She said if the board is going to do this, conversations need to be had soon.
10. **Recommend Approving IRS Mileage Rate Increase Update/Approval:** **Motion by Ritchie and second by Murzynski to recommend the Full Board approve the IRS Mileage Rate Increase to 65.5 cents per mile, effective January 11, 2023. All in favor, motion carried.**
11. **DCEO Energy Community Reinvestment Act Grant and Vistra Energy Update/Approval:** Ritchie stated Phase 1 of the Energy Community Reinvestment Act Grant is due January 20, 2023. He said the county will be applying and is the lead applicant since the Coffeen Power Plant that closed was located in unincorporated Montgomery County. Ritchie stated grant recipients will be awarded at least \$50,000. The State will be awarding a total of \$40 million. Ritchie said after the state awards \$50,000 to each recipient, the remaining grant money will be divided and awarded to recipients using a formula based on property tax loss and job loss. Leitheiser stated the Development and Personnel Committee recommended the Full Board hire Dan Rogers as the grant writer for the project. She said the committee also recommended the Full Board use the Vistra Energy tax bill from 2021 to determine which taxing districts to include in the County application.
12. **Economic Impact Analysis for Virden Wind Project Update/Approval:** Ritchie reported the analysis seems to be informational. Folkerts stated the company is looking at Bois D'arc, Harvel and Pitman Townships.
13. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** *(not needed)*

14. Other Business: Ritchie reported a couple of vendors will have to be added to the Prepaid Vendor List. He said Huels Oil Company and Schreiber Veterinary Services will need to be added, while Farmers Oil Company is deleted. He said the items were brought up after the agenda was posted so they were not able to be voted on during the meeting. Jenkins said it was his fault Huels Oil Company did not make it on today's agenda. He said Cody Greenwood notified him in time to put it on but he forgot. Ritchie also reported former Finance Committee Chair Megan Beeler at one time was working on Finance and Budget Control policies. Ritchie said he thinks not having these policies in place puts the county in a bad spot and he would like to start working on putting those together again. He also reported the Board will be discussing a resolution opposing a house bill limiting ownership of firearms in Illinois.

15. Public Comment: None.

Motion to pay the bills and payroll by Folkerts and second by Whitworth. All in favor, motion carried.

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

Meeting adjourned at 11:00 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

Infrastructure Committee Meeting Minutes

Date: Wednesday, January 4th, 2023

Time: 8:30 AM – County Board Room

Members Present: Gene Miles, Bob Sneed, Russell Beason (arrived at 8:45 a.m.), David Loucks, Patty Whitworth and Evan Young

Members Absent: None.

Others Present: Cody Greenwood, Kevin Schott, Daniel Robbins, Phil Ernst, Sandy Leitheiser, Emily Gerl, Gary Applegate, George Guinn, Carl Nail and Joy McDonald

The committee met today to discuss the following:

Infrastructure Committee:

- 1. Walshville Bypass Road Intergovernmental Agreement Update/Approval:** Highway Engineer Cody Greenwood recognized Walshville Village representatives Gary Applegate, George Guinn and Joy McDonald, who were in attendance for the meeting. Greenwood invited the representatives to discuss the discrepancies with the Intergovernmental Agreement for the proposed bypass road. Applegate stated the first amendment needing to be made is changing the name of the village clerk to Heather Guinn. Greenwood said he made that change in his copy and would make sure it is changed in all future copies. Guinn said the other discrepancy is the matter of rebuilding the main road through the village after the bypass road is completed. Guinn said nothing in the contract mentions rebuilding or repairing the road and he has zero doubt that road will be destroyed by the large trucks during the bypass road construction process. Guinn stated the village would like the road scarified, leveled, then oiled and chipped after construction of the bypass road is completed. He also stated the village is preparing an ordinance enforcing a weight limit of potentially up to 36,000 pounds for the main road through the village. Young asked how the village plans on enforcing the ordinance. Guinn said he doesn't know how much cooperation they will have with the sheriff's office or state police yet, but they will work to get it enforced. Greenwood said they could alter the IGA and include under the "county's responsibilities" language to the effect the road will be repaired after construction of the bypass road. Miles asked about the cost of doing what the village requested. Greenwood said scarifying, leveling, oiling and chipping would be pennies compared to the cost of the entire project. Loucks asked if a motion needed to be made to make those changes to the agreement. Greenwood said the agreement is just a draft right now and he could make the changes and then have the committee vote on the final draft after all changes are made. Committee members agreed. Walshville representatives thanked the committee for working with them through this process. Young returned to the room and upon hearing what transpired, stated everything the village requested might cost too much and told Engineer Greenwood to get some cost figures to repair the main road through town.
- 2. Resolution 2023-01, 2023 County MFT Resolution Update/Approval:** Greenwood reported the MFT amount is \$1.2 million, which is the same amount as last year. **Motion by Young and second by Beason to recommend the Full Board approve Resolution 2023-01, the 2023 County MFT Resolution as presented. All in favor, motion carried.**
- 3. 2023-2024 Bulk Fuel Purchasing Letting Results Update/Approval:** Greenwood reported he only received one qualified bid from Farmers Oil. He said he received a bid from M&M Service Company, but it came after the deadline and had to be disqualified. **Motion by Whitworth and second by Sneed to recommend the Full Board approve the low bidder of Farmers Oil. All in favor, motion carried.** Greenwood also reported Farmers Oil has been bought out by Huels Oil Company. He said he requested Coordinated Services assistant David Jenkins add them to the Finance and Budget agenda to be added to the Preapproved Vendor List.
- 4. 2023 MFT Rock Letting Results Update/Approval:** Greenwood reported this item will have to be tabled because they are waiting on the State.

5. **Property Acquisition for Coffeen Road/Seven Sisters Intersection Project Update/Approval:** Greenwood reported everything went smoothly and he encountered no issues acquiring property for this project. County Clerk Leitheiser stated her office received deeds to be recorded for these properties before the board voted on acquiring the land. She asked if a process had been done backwards. Greenwood said he jumped the gun and skipped a step by mistake. **Motion by Young and second by Beason to recommend the Full Board approve the purchase of a portion (0.38 acres) of Parcel ID # 17-03-200-003 from Lon Stroup in the amount of \$800. All in favor, motion carried. Motion by Young and second by Loucks to recommend the Full Board approve the purchase of a portion (0.267 acres) of Parcel ID # 17-02-100-001 from Lon Stroup in the amount of \$800. All in favor, motion carried. Motion by Young and second by Sneed to recommend the Full Board approve the purchase of a portion (2.024 acres) of Parcel ID # 12-35-300-002 from the Harold Jurgena Living Trust in the amount of \$7,100. All in favor, motion carried. Motion by Young and second by Whitworth to recommend the Full Board approve the purchase of a portion (0.457 acres) of Parcel ID # 12-34-400-003 from Shelli Beth Maguire in the amount of \$800. All in favor, motion carried.**
6. **Recommend Subdivision Plat Approval for D&D Acres in South Litchfield Township Update/Approval:** Carl Nail stated this property started off as a five-acre tract and is being split into three lots. He said the Minor Subdivision Process eliminates the construction process. **Motion by Sneed and second by Whitworth to recommend the Full Board approve the Minor Subdivision Plat for D&D Acres in South Litchfield Township. All in favor, motion carried.**
7. **Old Highway Department Building Update/Approval:** Greenwood reported he messaged the gentleman who purchased the white truck shed on the old highway department property. He also stated the committee and board need to decide what to do with the brick building on the highway department once the white truck shed is gone. EMA Coordinator Schott stated he currently has a trailer in that building and it would be nice to work in that office. He said he received a quote from Morton Buildings to construct a new building for EMA. Schott said the quote was for \$200,000. Greenwood said if the county chooses to sell the property, the board needs to decide what the next step is. Loucks said they could get ahold of a realtor and see how much the entire property would cost with the brick building still intact. Greenwood asked if the committee wants to get the building tested first in case they choose to demolish it. Committee members said Greenwood could get the building tested to see what kind of abatement would be needed. Young said State's Attorney Andrew Affrunti said the highway department shouldn't own property. Leitheiser said a lot of the properties are under different names. Greenwood said it's a mess.
8. **Discuss Policy/Practice for Highway Department Operations During Engineer and Assistant Engineer Absence Update/Approval:** Miles reported he visited the highway department in November and both engineer Greenwood and assistant engineer Dustin Sefton were gone for multiple days. He said he didn't know who was in charge of the facility when both are gone at the same time for multiple days or if there is a policy stating who is in charge in those circumstances. Greenwood said all the employees are given orders before those two even leave. He said the order of authority at the highway department is engineer, assistant engineer, mechanic, and then maintainers in order of seniority. Greenwood said he and Sefton usually coordinate with each other when taking time off. Miles said he did not agree with that, but if the committee is okay with that, it's fine.
9. **Maintenance and Cleaning Issues and Report Update/Approval:** Maintenance tech Ernst submitted his report to the committee. He informed the committee dispatchers are not happy with lighting in the dispatch area. Ernst said the dispatchers want the light in the back office area to be on all the time, and they would like a dimmer in the other area because some employees like different light than others.
10. **Review and Recommend Approval of Letter of Intent for ADA Project at New Courthouse Update/Approval:** Circuit Clerk Robbins reported Ameresco still has some fine tuning to do with their proposal. He said he has not seen the contracts yet, but the board has to approve the Letter of

Intent before entering into an agreement. Whitworth asked if approving the LoI means the county will be bound by a contract. Sneed said the letter states terms will be negotiated, so nothing would be official as of yet. Young said the State's Attorney should look at the letter, and the board could make the motion contingent upon that. **Motion by Beason and second by Whitworth to recommend the Full Board approve the Letter of Intent with Ameresco for ADA upgrades to the new courthouse, pending approval from the State's Attorney. All in favor, motion carried.**

11. **A/C at Jail Dispatch Center Bids Update/Approval:** Sneed reported they received four bids for an air conditioning unit at the jail. Two were from Neuhaus and two were from C and C Heating and Cooling. Ernst said the air conditioning unit for the dispatch room at the jail needs replaced. He said he talked about a split unit, and both Neuhaus and C and C submitted bids for split units; however, Ernst said he does not want a split unit. Sneed said Neuhaus submitted a bid for a Daikin split unit for a cost of almost \$10,000. He said their bid for the normal unit was approximately \$8,000. Sneed reported the bids from C and C were \$7,000 for the mini split, and \$4,810 for the conventional. **Motion by Sneed and second by Whitworth to recommend the Full Board accept the bid from C and C Heating and Cooling for a conventional air conditioning unit at a cost of \$4,810. All in favor, motion carried.**
12. **New Locks at Historic Courthouse Update/Approval:** Maintenance tech Ernst reported he and Coordinator Chris Daniels tried to find the information on the vendor who previously dealt with the locks at the Historic Courthouse, but they were unable to find the old vendor on the internet or contact information. Ernst said he did receive a bid from Gardner L and M Glass for \$1,005 to replace the locks at the Historic Courthouse plus \$3 per key. **Motion by Loucks and second by Beason to recommend the Full Board approve the bid from Gardner L and M Glass to replace the locks at the Historic Courthouse at a cost of \$1,005, plus six keys at \$3.00 per key. All in favor, motion carried.**
13. **Sidewalks at Historic Courthouse and Jail Update/Approval:** Sneed reported the committee is still waiting to find out what the city of Hillsboro plans to do regarding their portion of the sidewalk upgrades around the Courthouse. He said he and Young have met with Hillsboro Mayor Don Downs multiple times, but have not heard anything. He said they don't believe the City has even discussed it during a meeting yet. Robbins said the committee needs to get added to the city council agenda so they can discuss the project during an open meeting. Whitworth said she could reach out to the necessary parties to be included on a future meeting.
14. **Interior Door Project for County Clerk's Office Update/Approval:** Sneed stated he has not heard from Tim Lipe about the interior door project for the County Clerk's office. Leitheiser said she had not heard anything new either. Sneed said they will have to look into getting ahold of other contractors and have them give estimates for the project.
15. **Bidding out the County Farm Update/Approval:** Sneed said the committee needs to begin advertising in order to receive bids to lease the county farm. He said the current lease expires at the end of January, so if the committee starts advertising, they can review results at the February meeting. **Motion by Beason and second by Young to advertise bidding out the lease agreement for the county farm. All in favor, motion carried.**
16. **EMA Storage Shed Update/Approval:** Greenwood stated he would still like to build a truck shed at the highway department. He said they could pull all of their trucks and backhoes out of the existing building and put them in the new building. Then they could give the old block building to EMA. He said he knows this would not be a project for this fiscal year, but could be considered in the future. Sneed asked if there was any room in the old block building for any of EMA's equipment. Greenwood said he would have to look at what EMA equipment needs to be stored in order to determine if there is enough room.
17. **Elections Update/Approval:** Leitheiser reported there is one election in 2023, which is the April 4th Consolidated Election. She said it is for all local elections, excluding townships. Early voting begins February 23, 2023. She also reported there are currently over 900 registered voters in the county signed

up for permanent vote-by-mail. Loucks asked what the average turnout was for a consolidated election. Leitheiser said it's approximately 20 to 25 percent, whereas the turnout for general elections recently are averaging around 80 percent.

18. **Animal Control Facility Update/Approval:** Sneed reported he received a quote from MC Construction to replace a door at the animal control facility. He said due to a timing issue, he made the executive decision to approve having the door ordered and repaired. Sneed said it is a steel door. Animal Control Warden Gerl reported the facility currently has 17 cats and 21 dogs in house, which does not include fostering. She also reported she had an employee clip a deer on the way to pick up cats from the hospital, and the vehicle needs repaired. She said the insurance company is keeping Treasurer Lohman informed. Gerl also stated she would like Schreiber Veterinary Services added to the prepaid vendor list since the other vets they deal with are already included on the list. Gerl said that Schreiber Veterinary Services offers 24 hours care and would be helpful if they pick up an injured or sick animal afterhours. Jenkins said he could inform the Finance and Budget Committee of it and they could approve it at the next Full Board meeting. Gerl also stated she would like to sell dog houses currently occupying space at the animal control facility. She said the houses are going to waste, and they could be used by someone else.
19. **Animal Control Municipal Contracts Update/Approval:** Gerl reported the municipal contracts state a charge of \$250 will be issued for welfare checks, and she said Animal Control has always done those as a courtesy. She said some municipalities want that charge removed from the contract before they sign it. She said she reached out to State's Attorney Affrunti and is waiting to get that removed from the contract.
20. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
21. **Other Business:** Sneed reported the Rules Committee will meet on January 18, and he would like to know committee members' thoughts on splitting up Infrastructure into two committees. Greenwood said he would prefer to keep Roads and Bridges separate like it was before and that they built a nice meeting room at the highway department to have the monthly meetings. Whitworth said she likes to keep the committees combined. She also said the reason they have a county board room is to hold meetings in it. Loucks said he would like to see it split up again. He said the highway department has a nice conference room with monitors hooked up to computers so Greenwood can display information instead of passing out papers like he did today. Jenkins said the board room could be configured that way if the board decided to purchase audiovisual upgrades. Beason stated the board room needs upgrades to its audio system. Miles said he does not like the combined committee because, in his opinion, it makes too much work and the meetings last too long.
22. **Public Comments:** None.

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

Motion to Adjourn by Young and second by Whitworth. All in favor, motion carried.

Meeting adjourned at 11:00 a.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder, Sandy Leitheiser.