

**Montgomery County Board**  
**Coordinating Committee Meeting Minutes**  
**County Board Room, 2<sup>nd</sup> Floor, Historic Courthouse**  
**#1 Courthouse Sq. Hillsboro, IL 62049**

**Date: Thursday, December 26, 2024**

**Time: 8:30 AM – County Board Room**

**Roll Call - Members Present:** Doug Donaldson, Mark Hughes, Andy Ritchie, Chad Ruppert, and Dr. Patty Whitworth

**Members Absent:** Ethan Murzynski

**Others Present:** County Board Administrator Mike Plunkett, Supervisor of Assessments Kendra Niehaus, Circuit Clerk Daniel Robbins, County Clerk Sandy Leitheiser, Hillsboro Community Planner Sarah McConnell, EMA/EPA Director Dan Hough, Sheriff Tyson Holshouser, Treasurer Nikki Lohman, County Board member Chris Daniels

**Public Comments:** None

**Coordinating Committee: Doug Donaldson, Board Chairman**

1. **Information Systems Report Update/Approval:** Curt Watkins was not present.
2. **EMA Report Update/Approval:** Dan Hough reported one volunteer has spent 78 hours working in the EMA office, and another has spent 46 hours. Hough said he will be at a conference Jan. 5-8.
3. **West Central Development Council/Job Center Board/CEO Board Update/Approval:** Committee member Ritchie described an Open House he attended on Dec. 18.
4. **Ad Hoc Committee to Address SB3455 Wooded Acreage Assessments Update/Approval:** Chairman Donaldson said the committee will act in an advisory capacity to give input into the process described by SB3455, and will not have any personnel input. He said an initial meeting date is still pending. Donaldson said he intends to appoint County Board members Chad Ruppert, Christine Daniels, Andy Ritchie, and Russell Beason to the Ad Hoc Advisory Committee, along with public members John Lentz, Jesse Boehler, and Ron Deedrick.
5. **Property Insurance on New Construction Update/Approval:** Treasurer Lohman suggested committees check with the property insurance agent during the new construction and bidding process to make sure ongoing insurance costs are known. Chairman Donaldson asked the item to be placed on the Buildings & Grounds and Roads & Bridges committee agendas.
6. **ARPA Treasurer's Office Carpet Bids Update/Approval:** Chairman Donaldson opened carpet bids from Quality Flooring of Litchfield for \$5,710.11 and from Petroski Door, Window & Flooring of Donnellson for \$6,620.20 to replace carpet in the Treasurer's Office, and one bid from Greg Chambers for carpet installation for \$4,930. Remaining ARPA funds will be used for the project. **Motion by Hughes and second by Ritchie to award bids of \$5,710.11 to Quality Flooring of Litchfield and \$4,930 to Greg Chambers for carpet replacement in the Montgomery County Treasurer's Office and Break Room. All in favor, motion carried.**
7. **Litchfield TIF 4 Update/Approval:** Committee member Ritchie reported he voted in favor of a new Litchfield TIF district as he represented the County Board at a Taxing District meeting on Dec. 18 in Litchfield for a new residential TIF district that seeks to provide new single-family and multi-family developments near St. Francis Hospital in Litchfield.
8. **National Law Enforcement Day (Jan. 9) Proclamation Update/Approval:** Chairman Donaldson will present a resolution at the January County Board meeting.
9. **Nextlink Update/Approval:** County Clerk Leitheiser reported Mike Johnson of Nextlink visited and she introduced him to County Board Administrator Plunkett. Johnson asked the project manager to update the county, and his report was provided to committee members, and reported that due to staffing difficulties there are no Montgomery County customers yet.
10. **Other Business:** County Clerk Leitheiser said she has reviewed Mental Health Board member terms and found several reappointments are necessary.

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

1. **Small Biz Grant Application Update/Approval:** The committee will meet with several more new applicants.
2. **County Project Labor Agreement (PLA) Update/Approval:** The committee will continue to review.
3. **Animal Control Update/Approval:** The committee will review and discuss.
4. **Plains Solar Update/Approval:** The committee will review revisions made after the Dec. 16 public hearing, and discuss a recommendation to the County Board.
5. **DCEO Energy Transition Grant Update/Approval:** County Board Administrator Plunkett said all monthly reports to date have been approved and a reimbursement check of nearly \$1.2 million is anticipated.
6. **City-Wide Clean-Up Grant Update/Approval:** Committee Chair Ruppert asked Treasurer Lohman to suggest policy and procedure for re-implementation.
7. **TIF District Update/Approval:** Public hearings have been scheduled for 6 p.m. Thursday, Jan. 16, for the proposed new Litchfield TIF, and for 6:30 p.m. Monday, Jan. 27, for the proposed new Nokomis TIF.

8. **Post-Employment Final Payment Update/Approval:** The committee will review and discuss.
9. **Rivers & Routes Tourism Resolution Update/Approval:** The committee will review and discuss.
10. **Other Business:** None

**Buildings and Grounds: Mark Hughes, Chairman**

1. **Courthouse Chiller Bid Opening Update/Approval:** The committee will review and discuss bids.
2. **Maintenance and Cleaning Issues and Report Update/Approval:** The committee will review and discuss the report.
3. **Courthouse Annex Table Request Update/Approval:** Regional Superintendent Julie Wollerman would like to replace tables in the Annex and has submitted photos. The committee will review and discuss the request.
4. **County Board Room AV Work Feb. 3-7 Update/Approval:** Court AV upgrades in the County Board Room are scheduled for Committee Week in February. Meetings will likely be switched to the Courthouse Annex.
5. **Green Diamond Bike Trail Update/Approval:** A Quit Claim deed remains pending.
6. **Other Business:** None

**Roads and Bridges Committee:**

1. **UKA Virden Wind Road Use Agreement Update/Approval:** In the absence of Committee Chair Murzynski, Chairman Donaldson said the County Engineer continues to review the submitted Traffic Impact Analysis.
2. **Resolution Appropriating Funds for Engineer Salary Update/Approval:** At last word, paperwork from the State of Illinois was still pending.
3. **Other Business:** None

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

1. **SOA Report Update/Approval:** The committee will review and discuss.
2. **Capital Improvement & Coal Fund Reports Update/Approval:** The committee will review and discuss.
3. **MCSO Vehicle Bid Award Update/Approval:** The committee will open and review bids.
4. **Unified Child Advocacy Network (UCAN) Update/Approval:** Sheriff Holshouser said UCAN has asked to address the committee.
5. **IRS Mileage Rate Effective Jan. 1 Update/Approval:** Plunkett reported the IRS mileage rate will increase to 70 cents a mile on Jan. 1.
6. **Other Business:** Treasurer Lohman asked for a county credit card policy to be placed on the agenda, and Chairman Donaldson asked for education incentives for township assessors to be placed on the agenda.

**Appointments:** None

Motion to adjourn by Ruppert and second by Hughes. All in favor, motion carried.

Meeting adjourned at 9:42 a.m. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

# Montgomery County Board

## Development & Personnel Committee Meeting Agenda

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

**Date:** Wednesday, January 8, 2025

**Time:** 5:00 PM – County Board Room

**Roll Call - Members Present:** Chad Ruppert, Bill Bergen, Chris Daniels, Jeremy Jones, Russell Beason, Doug Donaldson

**Members Absent:** None

**Others Present:** County Board Administrator Mike Plunkett, Circuit Clerk Daniel Robbins, Treasurer Nikki Lohman, County Clerk Sandy Leitheiser, Animal Control Warden April Pier, MCEDC Executive Director Bill Montgomery, Hillsboro Community Planner Sarah McConnell.

- 1. Public Comment:** Donna Yeske expressed concerns about the performance and professionalism of the Supervisor of Assessments (SOA), referencing a radio interview and email discussions among other issues. She reviewed discussions with the Illinois Department of Revenue regarding statutory authority over the SOA. Yeske said she feels the County Board is not doing enough to help the people of the county, and requested the board reprimand or remove the SOA. Documentation provided by Yeske is included in the board packets. Brandi Lentz said the SOA has made issues raised by Lentz personal, including accusing Lentz of lying on a radio interview. Lentz said those remarks merit discipline. She also questioned the 2023 Farmland Review Committee notice process, the 2024 Farmland Review Committee timeline, and the SOA's responsibility of certification of education. Documentation provided by Lentz is included in the board packets.
- 2. Small Biz Grant Application Update/Approval:** The committee heard business proposals from Korenne Mesnard of Drape's Lounge, John Casterline of Bobo's Tough Toys, Cody and Jennifer Gudgel of Gudgel Ranch Saloon, John R. Gwinn of Dirt Doctor Hobby Shop, Angie Eickhoff of White & Associates and AEJE Holdings, and David Kalaher and Jeff Compton of Miss Kitty's Goldmine. **Motion by Jones and second by Beason to recommend awarding Small Biz Grants of \$5,000 to Drape's Lounge in Schram City; \$7,500 to Bobo's Tough Toys in Fillmore; \$20,000 to Gudgel Ranch Saloon in Litchfield; \$7,500 to Dirt Doctor Hobby Shop in Raymond; \$7,500 to White & Associates and AEJE Holdings in Hillsboro; and \$7,500 to Miss Kitty's Goldmine in Litchfield. All in favor, motion carried.**
- 3. Plains Solar Update/Approval:** The committee discussed the revised site plan with developer Rebecca Cheatham virtually present by telephone. The committee was assured the vegetative buffer would be outside the fence, and Committee Chair Ruppert requested a copy of the interconnect agreement. Committee member Jones said he was pleased with the changes in the revised plan, and felt all concerns had been addressed. Ruppert requested another 30 days to develop siting permit conditions, and Cheatham said she would propose language for the requested conditions.
- 4. Montgomery Springs Solar Update/Approval:** The committee was notified Apex Clean Energy submitted a permit application for Montgomery Springs Solar, as well as the application fee, on December 19<sup>th</sup>, 2024. Committee Chair Ruppert suggested waiting until after a City of Hillsboro zoning hearing on the parcel before setting a permit Public Hearing date. The committee also discussed a proposal from Hurst-Rosche to review the permit application. **Motion by Jones and second by Beason to recommend accepting a proposal from Hurst-Rosche to review the permit application for a fee not to exceed \$3,500. All in favor, motion carried.**

5. **SOA Elected Position Update/Approval:** Committee Chair Ruppert referenced the concerns raised about the Supervisor of Assessments' performance, but said the committee would be making no recommendation at this meeting. Chairman Donaldson said the SOA could only change from an appointed to an elected position by voter referendum, and that referendum could be placed on the ballot in one of two ways: by county board action or by petition. He said he would be asking the county board to consider a voter referendum at the January meeting.
6. **Animal Control Update/Approval:** Warden Pier reported 10 dogs at the animal control facility after an adoption event on December 26<sup>th</sup> at Rural King. She said she is researching a cremains processor. Committee Chair Ruppert said he will ask the committee to review and potentially change adoption fees at the next committee meeting.
7. **DCEO Energy Transition Grant Update/Approval:** Plunkett said the county received a nearly \$1.2 million reimbursement check on Tuesday, January 7<sup>th</sup>, which catches the grant up with all submissions of request for payment to date. DCEO continues to review the next phase grant application, and a grant agreement is expected soon.
8. **City-Wide Clean-Up Grant Update/Approval:** The committee reviewed an application for re-instituting city-wide clean-up grants to municipalities and townships. The grant would reimburse eligible municipalities or townships up to \$750 per year for landfill costs from the Montgomery County Board Trustee Fund. **Motion by Jones and second by Daniels to recommend reinstating the City-Wide Clean-Up Grant. All in favor, motion carried.**
9. **TIF District Update/Approval:** Plunkett reported a public hearing for a proposed new Litchfield TIF has been set for 6 p.m. Thursday, January 16<sup>th</sup>, at Corwin Hall, and a public hearing for a proposed new Nokomis TIF has been set for 6:30 p.m. Monday, January 27<sup>th</sup>, at Nokomis City Hall.
10. **Employee Handbook Update/Approval:** Bushue HR has been working with the county on updating the Employee Handbook, and the next meeting is scheduled for 1 p.m. Thursday, January 9<sup>th</sup>.
11. **Post-Employment Final Payment Update/Approval:** The committee will continue to work with Bushue on a policy to change the employee post-employment final payment to avoid IMRF penalties.
12. **Rivers & Routes Tourism Resolution Update/Approval:** The committee reviewed and discussed an annual resolution in support of participation in Rivers & Routes Tourism at no cost to the county. **Motion by Bergen and second by Daniels to recommend adoption of the resolution in support of Rivers & Routes Tourism. All in favor, motion carried.**
13. **Other Business:** The committee reviewed and discussed the HRA report.

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

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

Meeting adjourned at 7:35 p.m. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

**Montgomery County Board  
Development & Personnel Committee  
Hearing Minutes**

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

**Date: Monday, December 16, 2024**

**Time: 6:02 PM**

**Roll Call - Members Present:** Chad Ruppert, Bill Bergen, Russell Beason, Chris Daniels arrived at 6:12 p.m.,  
Jeremy Jones

**Members Absent:** Doug Donaldson

**Others Present:** Mike Plunkett of County Board Administration, and on behalf of Plains Solar Rebecca Cheatham, attorney Nicholas Standiford, and landowner Jack Tosetti.

1. **Identification of Application and Project Overview:** Committee Chair Ruppert reconvened the hearing that had been recessed on July 1<sup>st</sup>, 2024, and reviewed the purpose of the hearing to discuss the proposed solar project application for Plains Solar, LLC, submitted by Cypress Creek Renewables, LLC, as outlined in the Montgomery County Solar Energy Farm and Solar Gardens Installations in Unincorporated Montgomery County, Illinois Ordinance. The project application is to install a 4.99 MW community solar energy facility on parcel 12-04-100-001 located south of Witt Avenue and east of E. 14<sup>th</sup> Road. A verbatim record was taken by a court reporter; transcripts are available at the County Board Administration office.
2. **Hearing Rules and Procedures Update/Approval:** Committee Chair Ruppert detailed rules and procedures.
3. **Presentation by Applicant:** Rebecca Cheatham of Cypress Creek Renewables described the project, which is a 4.99 MW community solar project called Plains Solar on Witt Avenue, and attorney Nicholas Standiford testified that the application meets the Montgomery County Solar Ordinance. Via telephone, Erin Bowen testified on property value studies and Trevor McClanahan testified on the storm water plan.
4. **Questions for Applicant:** In addition to members of the Committee, questions were asked by KC Rhodes, Kathleen Rhodes, Glenn Bishop, Ken Manzer, Dionne Manzer, Melissa Bell, and Jesse Boehler. During the course of the questions and answer period, Committee member Jones suggested moving 5-6 rows of panels from the west side of the project, where it is the closest to a residence, to the north side. Landowner Jack Tosetti did not object, and Cheatham said engineers would develop a new map.
5. **Presentation by Independent Consultants for Montgomery County:** None
6. **Public Comment:** Jesse Boehler and Kathleen Rhodes both offered comments.
7. **Receipt of Written Comments Regarding the Application:** None
8. **Closing Comments by Applicant:** None
9. **Deliberation and Vote to Recommend/Deny Application Update/Approval:** Committee Chair Ruppert closed the public hearing and said deliberation and a decision will be made at the Monday, January 6<sup>th</sup>, 2025, Development & Personnel Committee meeting, scheduled to begin at 5 p.m. in the County Board Room at the Historic Courthouse in Hillsboro.
10. **Adjournment Update/Approval:** Motion by Beason and second by Bergen to adjourn. All in favor, motion carried.

Meeting adjourned at 8:46 pm. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

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

**Date:** Tuesday, January 7, 2025

**Time:** 8:33 AM – County Board Room

**Roll Call - Members Present:** Mark Hughes (virtually), Connie Beck (virtually), Russell Beason, Keith Hancock, Evan Young (at 8:38 a.m.), Doug Donaldson

**Members Absent:** None

**Others Present:** County Board Administrator Mike Plunkett, Circuit Clerk Daniel Robbins, Maintenance Director Phil Ernst, Sheriff Tyson Holshouser, Hillsboro City Planner Sarah McConnell

The meeting was called to order by Committee Vice Chairman Beason. To ensure there was a quorum, Vice Chairman Beason temporarily appointed Chairman Donaldson to the committee.

1. **Public Comments:** None
  
2. **Courthouse Chiller Bid Opening Update/Approval:** Committee Vice Chairman Beason opened six bids with four bidders present. Due to the inclement weather, Maintenance Director Ernst said he had telephoned all six bidders on Monday, Jan. 6, to waive the requirement that they be present at the bid opening. Bids were received as follows: \$139,498 from Daikin-TMI of Chesterfield, MO; \$125,800 from Entec of Peoria; \$161,955 from Bickle Electric of Edwardsville; \$132,000 from Henson Robinson of Springfield for the requested Diakin chiller and \$125,000 for a Carrier; \$124,868.90 from Kane Mechanical of East Alton; and \$108,889 from Loellke Plumbing of Jerseyville. The committee discussed lead time, and all four bidders present said 16-18 weeks. **Motion by Beason and second by Donaldson to recommend awarding the apparent low responsible bid to Loellke Plumbing of Jerseyville for \$108,889 pending review. All in favor, motion carried.** After a discussion about proposals for electric work and controls for the new chiller, the committee agreed separating the awards could lead to warranty problems and preferred a “turn-key” bid. **Motion by Young and second by Hancock to reconsider the previous motion. All in favor, motion carried. Motion by Young and second by Hancock to reject all bids and rebid as a turn-key project. All in favor, motion carried.** Maintenance Director Ernst will meet with Hurst-Rosche and solicit a proposal for writing bid specs and overseeing installation.
  
3. **Maintenance and Cleaning Issues and Report Update/Approval:** Maintenance Director Ernst reviewed the 78 items on his monthly report. The committee thanked his department for snow removal efforts. Ernst presented a bid for \$2,103.12 to improve entrance lighting at the Historic Courthouse. The committee agreed to hold off until closer to the end of the fiscal year to make sure funds are available. Ernst also presented a bid from Weiss Construction for \$4,500 to remove and replace a section of flooring in the Montgomery County Courthouse to allow for plumbing repairs, and from Heise Plumbing for \$1,491 to make the repairs. **Motion by Donaldson and second by Young to accept bids from Heise Plumbing for \$1,491 and Weiss Construction for \$4,500 to correct a plumbing issue in the new courthouse. All in favor, motion carried.**
  
4. **New Courthouse Cleaning Contract Update/Approval:** The committee reviewed the current contract with National Maintenance & Cleaning, which calls for a rate of \$22.50 per hour for 4-6 hours per day for cleaning the Montgomery County Courthouse, and requires a 30-day termination notice. Maintenance Director Ernst said he will meet with Committee Chair Hughes, Sheriff Holshouser, and custodial staff to see if the building can be cleaned utilizing county staff with the possible addition of part-time help.

5. **Courthouse Annex Table Request Update/Approval:** Plunkett reported that Regional Superintendent Julie Wollerman had offered to replace tables in the Courthouse Annex meeting room with smaller rolling tables. A photo was provided. The committee gave consent.
6. **County Board Room AV Work Feb. 3-7 Update/Approval:** Circuit Clerk Robbins reported AV work in the County Board Room to equip it as a backup court room will be conducted Feb. 3-7. Committee meetings will have to be moved to either the Conference Room or the Courthouse Annex to accommodate the work.
7. **Green Diamond Bike Trail Update/Approval:** A quit claim deed to turn the property over to the Village of Waggoner remains pending.
8. **Property Insurance on New Construction Update/Approval:** Treasurer Nikki Lohman had suggested to the Coordinating Committee the County Board research property insurance costs before the bidding process for adding structures. The committee agreed, and Young recommended making sure new structures were insured when construction begins.
9. **Other Business:** None

Motion to pay the bills by Hancock and second by Young. All in favor, motion carried.

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

Meeting adjourned at 10:06 a.m. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

# Montgomery County Board

## Roads & Bridges Committee Meeting Minutes

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

**Date:** Wednesday, January 8<sup>th</sup>, 2025 **Time:** 8:30 AM – County Highway Department

**Members present:** Ethan Murzynski, Bill Bergen, Patty Whitworth, Chad Ruppert, Keith Hancock, Rob Corso

**Members Absent:** Doug Donaldson

**Other Present:** County Engineer Cody Greenwood, County Board Administrator Mike Plunkett

The committee met today to discuss the following:

1. **Public Comments:** None
2. **UKA Virden Wind Road Use Agreement Update/Approval:** Engineer Greenwood reported he has a draft road use agreement, and requested committee input on how to proceed. Outside legal counsel as assisting. Committee Chair Murzynski said he would like the roads to be left in better shape when the project is completed than they were when it started. After continued discussion on the process, the committee concluded Greenwood will continue to work on the draft, and hopes to have it ready by the February committee meeting. The committee will then review it for 30 days before making a recommendation.
3. **Horseshoe Solar Road Use Agreement Update/Approval:** Engineer Greenwood presented a road use agreement for Horseshoe Solar at the intersection of Fillmore Trail and Schoolhouse Road. The solar project has the same developer as previous neighboring project Anacott and Blue Star, and Greenwood said the road use agreement is also the same. **Motion by Ruppert and second by Whitworth to recommend approval of a Road Use Agreement with Horseshoe Solar. All in favor, motion carried.**
4. **Resolution 2025-1 appropriating funds for the payment of the County Engineer's Salary for 2025 Updated/Approval:** Information for the resolution has not yet been provided by the state.
5. **Other Items:** Engineer Greenwood gave a number of updates, including his department's response to the 8-10-inch snow event. He said county forces logged 314 hours plowing 7,100 miles and assisting 21 stranded drivers. The highway department used 1,750 gallons of diesel fuel and spread 660 tons of salt, sand and grit mixture. The committee also watched a video on the effectiveness of segmented snow plow blades in use by the highway department. Greenwood reported the stand-by generator is up and running, the solar project is complete and awaiting Ameren's inspection, and the committee discussed getting property insurance quotes as part of the new construction bidding process. Greenwood provided the committee with a list of current and ongoing projects, and a map of county highways.

Motion by Whitworth, second by Hancock to Pay Bills. All in favor, motion carried.

Motion by Ruppert, second by Whitworth to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 9:54 a.m. Minutes respectfully submitted by acting secretary Mike Plunkett as Deputized by the Montgomery County Clerk and Recorder Sandy Leitheiser.



**Montgomery County Board**  
**Finance & Budget Committee Meeting Agenda**  
County Board Room, 2<sup>nd</sup> Floor, Historic Courthouse  
#1 Courthouse Square, Hillsboro, IL 62049

**Date:** Thursday, January 9, 2025

**Time:** 8:30 AM – County Board Room

**Roll Call - Members Present:** Andy Ritchie, Connie Beck, Rob Corso, Chris Daniels, Dr. Patty Whitworth, Evan Young

**Members Absent:** Doug Donaldson

**Others Present:** County Board Administrator Mike Plunkett, EMA Director Dan Hough, Supervisor of Assessments Kendra Niehaus, Treasurer Nikki Lohman, Sheriff Tyson Holshouser, Undersheriff Jeff Roach, Circuit Clerk Daniel Robbins, Hillsboro Community Developer Sarah McConnell, UCAN Executive Director Tammy Lercher, UCAN Family Advocate Kathy Norris

1. **Pledge of Allegiance:** was led by County Board Administrator Plunkett
2. **Public Comment:** Treasurer Lohman introduced Katelin Feldmann of Scheffel Boyle, who is working in the county with her staff on the audit.
3. **SOA Report Update/Approval:** Supervisor of Assessments Niehaus provided intergovernmental agreements with the Audubon-Nokomis MTA and the Fillmore Consolidated-Witt MTA which will needed to be approved by the county board. She also provided State of Illinois sales ratio information and subsequent township multipliers to the committee, adding the because of the sales ratio and multiplier process, under-assessed property impacts every other property owner. She reported the process has rolled to the Board of Review level, who can make changes as they see fit.
4. **Capital Improvement & Coal Fund Reports Update/Approval:** Committee Chair Ritchie reported a November coal royalty payment of \$61,776.04 and coal interest earned through the end of November of \$417,254.59.
5. **MCSO Vehicle Bid Award Update/Approval:** Committee Chair Ritchie opened one lone bid for two 2024 Dodge Durango Pursuit AWD police vehicles from Victory Lane Chrysler Dodge Jeep Ram in Carlinville. The first bid was \$45,709 less \$9,000 trade in for a 2020 Ford Police Interceptor Utility with 99,120 miles for a net price of \$36,709. The second bid was \$45,709 less \$19,000 trade in for a 2020 Ford Explorer with 41,291 miles for a net price of \$26,709. During the course of the meeting in response to a request by the committee, Sheriff Holshouser obtained proposals from GTSI of Greenville to equip the new vehicles for \$8,318.31 each. The total to purchase and equip the two vehicles is \$80,054.62 and the amount budgeted from coal reserves was \$135,000. **Motion by Ritchie and second by Daniels to recommend awarding the low bids of \$36,709 and \$26,709 for two new 2024 Dodge Durango Pursuit AWD vehicles to Victory Lane of Carlinville. All in favor, motion carried.**
6. **Unified Child Advocacy Network (UCAN) Update/Approval:** UCAN Executive Director Tammy Lercher and Family Advocate Kathy Norris addressed the committee to request funds for their organization which provides forensic interviews of abused children. Norris said UCAN is a non-profit organization that receives state and federal funding, plus funding from all five counties covered. The main office is in Jerseyville. Undersheriff Roach added that he has worked approximately 80 cases with UCAN over the last five years, and Sheriff Holshouser said the organization helps immensely and, sadly, is needed far too often. In the past, UCAN has been locally funded through the 708 levy for amounts ranging from \$7,800 to \$16,500 per year but this year they missed the application deadline. Former 708 Board member Dan Hough said the organization is still eligible for an any time walk-in “Tier 2” application for up to \$12,000. Treasurer Lohman said ARPA interest could also be

used. **Motion by Ritchie and second by Beck to recommend donating \$10,000 from ARPA interest to UCAN. Motion by Whitworth and second by Beck to amend the motion to \$15,000. All in favor, motion carried.**

7. **IRS Mileage Rate Effective Jan. 1 Update/Approval:** Plunkett reported the IRS mileage rate increased to 70 cents effective January 1<sup>st</sup>, 2025. **Motion by Ritchie and second by Whitworth to set the county mileage reimbursement rate at .70 effective January 15<sup>th</sup>, 2025. All in favor, motion carried.**
  
8. **County Credit Card Update/Approval:** Treasurer Lohman said due to past county credit card charge amounts for a conference in Philadelphia that exceed the limits on the Montgomery County travel ordinance, she believes the county needs to develop a credit card policy. She has developed one using Champaign County as a template, and has researched it with our county auditors. County Clerk Leitheiser added that the county travel ordinance also needs updated to reflect current rates. In order for reference material to be copied, Committee Chair Ritchie recessed the meeting at 9:43 a.m. and called it back to order at 9:56 a.m. Committee members reviewed the credit card bill, the voucher to pay the bill from the Forfeiture Fund, receipts, travel ordinance, and the draft credit card policy. Sheriff Holshouser said a MCSO county credit card was also used to pay for air fare to the same conference. Committee Chair Ritchie said special funds, such as the Forfeiture Fund, may be spent per statute at the office holder's discretion. **Motion by Whitworth and second by Ritchie to pay the credit card bill and subsequent late fees and interest from the Forfeiture Fund. All in favor, motion carried. Motion by Ritchie and second by Beck to place on next month's committee agenda reviewing the bill for possible reimbursement to the Forfeiture Fund, to review and recommend a credit card policy, and to review and update or revise the county travel ordinance. All in favor, motion carried.**
  
9. **Education Incentive for Township Assessors Update/Approval:** Treasurer Lohman reported that Chairman Donaldson has asked the county to research financial incentives that would pay for the education required for individuals to seek the office of Township Assessor. The committee discussed, and the Supervisor of Assessments will provide a list of training requirements and the cost for the next committee meeting.

**10. Other Business: None**

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

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

Meeting adjourned at 10:47 a.m. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

**Montgomery County Board**  
**Rules of Order Ad Hoc Committee Meeting Minutes**  
County Board Room, 2<sup>nd</sup> Floor, Historic Courthouse  
#1 Courthouse Square, Hillsboro, IL 62049

**Date:** Thursday, January 2, 2025

**Time:** 4:00 PM – County Board Room

**Roll Call - Members Present:** Connie Beck, Bill Bergen, Chris Daniels, Mark Hughes, Patty Whitworth, Doug Donaldson

**Members Absent:** None

**Others Present:** County Board Administrator Mike Plunkett, County Clerk Sandy Leitheiser, State's Attorney Andrew Affrunti, Roads & Bridges Committee Chair Ethan Murzynski

The committee met today to discuss the following:

1. **Public Comments:** None
  
2. **Review and Amend Rules of Order Update/Approval:** Committee Chair Beck asked Buildings & Grounds Chair Hughes and Roads & Bridges Chair Murzynski for their opinion on the recommendation to combine the two committees. Hughes said he believed the combination would work, and pointed out that Development & Personnel and Finance & Budget both have long meetings. Combining Buildings & Grounds and Roads & Bridges would equal the work load. Murzynski said he felt now is not the right time to combine the two committees. Both have different financial sources, and Roads & Bridges is going to start opening bids during committee meetings. Chairman Donaldson said he felt the timing is not right to combine the two committees, and asked the Ad Hoc Committee to consider re-examining the entire committee structure next year. **Motion by Bergen and second by Hughes to postpone any potential county board committee restructure for a year. All in favor, motion carried.** The Ad Hoc Committee discussed the possibility of a Legislative Committee, and Plunkett said he would research through UCCI. The committee discussed liaison assignments, and Whitworth said she believed all liaison assignments were per diem eligible regardless of the bylaws of the assignment. State's Attorney Affrunti said liaisons are eligible for per diem as county board members performing the liaison duty and not for being a voting member of the organization. The Ad Hoc Committee also discussed filling Planning Commission vacancies. Committee Chair Beck suggested adding the Civility Pledge to the Rules of Order, and the committee suggested changes on pages 3, 7, 8, and 9.
  
3. **Other Business:** State's Attorney Affrunti said committee and liaison assignments were made by the County Board Chairman with the consent of the board, therefore a motion on the appointments should be on the January County Board Agenda.

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

Meeting adjourned at 5:24 p.m. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.