

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.

Montgomery County Board Coordinating Committee Meeting Minutes

Date: Thursday, January 26, 2023

Time: 8:30 AM – County Board Room

Members Present: Doug Donaldson, Connie Beck, Mark Hughes, Gene Miles and Andy Ritchie (via Google Meet)

Members Absent: Evan Young

Others Present: Joe Gasparich, Dan Hough, Kevin Schott, Cody Greenwood, Curt Watkins, Daniel Robbins, Nikki Lohman, Tyson Holshouser, Sandy Leitheiser, Donna Luck, Emily Gerl and Sarah McConnell

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 has continued to install servers. He said they are working on a lot of projects at the moment.
2. **EMA Report Update/Approval:** EMA Coordinator Schott reported the next Hazard Mitigation plan meeting has been scheduled for February 8, 2023 at 6:30 p.m. He also reported they responded to an incident at Graham Correctional Facility last week. The incident was reported to have involved fentanyl, but Schott said that was not the case. He said he was impressed with everyone involved in Montgomery County who responded and he anticipates multiple lawsuits to come from the incident.
3. **Committee Structure Update/Approval:** Donaldson reported the Rules Committee met January 24 and had a health debate on splitting the Infrastructure Committee back into the Buildings and Grounds and Roads and Bridges Committee. He stated the committee is recommending the full board split the committee and came to this conclusion by a 4-2 vote.
4. **EPA Report Update/Approval:** EPA Administrator Chris Daniels reported her office has been conducting open dump investigations. She said they have two ongoing investigations right now, with one located in Nokomis and the other in rural Donnellson.
5. **Rules Committee Meeting Update/Approval:** Beck reported the committee will meet again January 31, 2023 at 4:30 p.m. to discuss the Rules of the County Board.
6. **West Central Development Council/Job Center Board/CEO Board Update/Approval:** Nothing new to report.
7. **Heartland Greenway Carbon Sequestration Project and Development Agreement Update/Approval:** Donaldson stated he will be assigning matters related to the Heartland Greenway project back to the Development and Personnel Committee since he believes a committee should be dealing with this project and not one or two people by themselves. He also reported the project withdrew their initial application last week and will be filing a new application with the Illinois Commerce Commission. Schott stated County EMA will need to make sure the communities here stay safe if this project does come through. Hughes asked if they have time to get a plan together. Schott said construction isn't supposed to begin until late 2024, so they should have time to put together a plan.
8. **Department of Agriculture Notice of Noncompliance with Noxious Weed Law Update/Approval:** Nothing new to report.
9. **DCEO Energy Community Reinvestment Act Grant Update/Approval:** County Clerk Leitheiser reported grant writer Dan Rogers completed Phase I of the application and submitted it to the State. She said the board will have to decide what to do next to prepare for Phase II. Coordinated Services assistant David Jenkins said Rogers suggested creating an ad hoc committee made up of representatives from each of the taxing bodies under the county umbrella. This committee would then work with Rogers on completing Phase II of the grant application. Jenkins said the board is not obligated to create an ad hoc committee, but it was Rogers suggestion. Donaldson said it was a good idea and this item will run through the Development and Personnel Committee.
10. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
11. **Other Business:** None.

Development & Personnel Committee: Mark Hughes, Chairman -

1. **MCEDC Update/Approval:** Hughes reported their next meeting will be held February 9, 2023 at 4:30 p.m. He said he will attend the beginning, but will have to leave early since the committee meeting starts at 5 p.m.
2. **Heartland Greenway Carbon Sequestration Project and Development Agreement Update/Approval:** Nothing additional to report.
3. **Macoupin/CIPT Public Transportation Update/Approval:** Hughes said this item will be taken off the agenda for now and will be brought back in July. Leitheiser reported Macoupin County Public Health Director Kent Tarro recently retired, so they will be finding someone to replace him.
4. **DCEO Energy Community Reinvestment Act Grant Update/Approval:** Hughes asked said the ad hoc committee for the grant will be added to his committee's agenda.
5. **Resolution for Support of the Great Rivers and Routes Tourism Bureau Update/Approval:** Hughes said the previous tourism bureau the County used was Illinois South, and Rivers and Routes has been doing a better job. County Coordinator Daniels said this Resolution is addressed annually.
6. **Human Resources Issues at Sheriff's Department Update/Approval:** Chief Deputy Holshouser reported they currently have a workman's compensation/FMLA issue that they have been unsure of how to handle. He said it seems an issue like this comes up every couple years.
7. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
8. **Other Business:** Leitheiser reported she attended a meeting of the Illinois Association of County Officials (IACO), and she has passed out informational packets to the committee members. Donaldson said he attended a UCCI meeting this week, and it was very informative. He said he recommends all county board members attend these meetings.

Finance and Budget Committee: Andy Ritchie, Chairman -

1. **SOA Report Update/Approval:** Jenkins reported Kendra Niehaus did not pass her state certification exam, and will have to take it again. He said they are unsure of when or where the next exam will be held, though Madison County has been discussed as an option.
2. **Capital Improvement Fund Reports Update/Approval:** Treasurer Lohman stated balancing the month of December usually takes longer than other months. She said her office did receive a coal royalties check of around \$300,000, but it will not be on the December report.
3. **IMRF Update/Approval:** Nothing new to report. Lohman said she may have information by the next Finance and Budget committee meeting.
4. **FY 2022 Audit Update/Approval:** Lohman reported the auditors are no longer on site, and she believes they are currently working with the health department.
5. **Bellwether ARPA Reporting and Budgeting Process Update/Approval:** Ritchie reported he has been in contact with representatives from Bellwether, who will be attending the next committee meeting. They will discuss ARPA reporting, as well as taking over the County's budgeting process, which Ritchie said would cost approximately \$12,000 per year.
6. **Notification of Non-County ARPA Project Recipients Update/Approval:** Ritchie stated he believed the Coordinated Services office would be contacting the non-county ARPA recipients inviting them to the February Finance and Budget Committee meeting. Jenkins said they have not contacted anyone yet, but they can.
7. **Intergovernmental Agreement for ARPA Distribution Update/Approval:** Ritchie reported State's Attorney Andrew Affrunti expressed concern about being able to enforce rules and regulations for funds distributed to non-county entities. Ritchie said the County Board is obligated to pass an ordinance to transfer ARPA money, so he thought about the county making purchases for non-county equipment so the money stays in the County. He said the committee can discuss this further.
8. **Starting Salary and Wage Increases for Non-Union Employees for FY 2024 Update/Approval:** Lohman stated this was added to the agenda to begin the conversations sooner rather than later, especially if Bellwether takes over the budgeting process. They could have input on this issue during the next committee meeting.
9. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Ambulance(s) for Nokomis-Witt Ambulance Service Update/Approval:** Hughes reported he attended a meeting regarding the Nokomis-Witt Ambulance Service and took notes. The service is reportedly \$300,000 behind,

and it takes approximately \$600,000 per year to operate. Donaldson said he would like to know why this issue was not mentioned sooner. He said he would like to be able to help the ambulance service, but he also wants to know how they got into this financial situation in the first place. Assistant EMA Coordinator Gasparich said he thinks Medicaid has a lot to do with it. He said he thinks somehow the wrong FEIN number was entered somewhere, and now the money is being held up. He said Dennis Aumann would be a better contact for knowledge on this issue than him.

10. **DCEO Energy Community Reinvestment Act Grant and Vistra Energy Update/Approval:** Nothing additional to report.
11. **Heartland Greenway Carbon Sequestration Project and Development Agreement Update/Approval:** Nothing additional to report.
12. **Revolving Loan Fund Update/Approval:** Lohman reported the County had last loan left, but her office will be receiving the final payment early. Once that payment is received, the County will have no more outstanding loans and the board will have to decide what to do with the Revolving Loan Fund. Hughes asked if the RLF could be used to help the Nokomis-Witt Ambulance Service. State's Attorney Affrunti previously said the County should not be loaning money. Gasparich said the RLF was initially created to help get derelict properties back on the tax rolls.
13. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** *(not needed)*
14. **Other Business: Items that didn't make it to agenda on time:** None.

Infrastructure Committee: Gene Miles, Chairman

1. **Walshville Bypass Road Intergovernmental Agreement Update/Approval:** Nothing new to report.
2. **2023 MFT Rock Letting Results Update/Approval:** Highway engineer Greenwood reported this will take place February 7, 2023.
3. **Old Highway Department Building Update/Approval:** Greenwood reported the individual who purchased the white truck shed on the old highway department property has not begun tearing it down yet. He also reported they are in the process of getting the old brick building tested for asbestos. Donaldson stated he would like to see about letting EMA stay in that building and renovate it using the \$30,000 in ARPA money they have. Miles said he is not in favor of that because the City of Hillsboro wants to see it go back to residential. Greenwood said he would still like to build a new truck shed at the current highway department. If he is able to, they would have room to allow EMA to move into the old block building they have on their property. Hughes said there are 14 lots on the old highway department, and the building EMA currently occupies is on three of those. He asked why the county couldn't just sell 11 of those lots and let EMA stay in the building they are in. Greenwood said they could discuss that.
4. **Maintenance and Cleaning Issues and Report Update/Approval:** Nothing new to report.
5. **Sidewalks at Historic Courthouse and Jail Update/Approval:** Miles reported Sneed is attempting to communicate with the city to see if they can help finance their portion of the sidewalk upgrades.
6. **Interior Door Project for County Clerk's Office Update/Approval:** Nothing new to report.
7. **Bidding out the County Farm Update/Approval:** Jenkins reported Affrunti is supposed to attend the next committee meeting.
8. **EMA Storage Shed Update/Approval:** Nothing additional to report.
9. **Elections Update/Approval:** Leitheiser reported early voting begins February 23, 2023 and her staff is busy preparing for that election. The 2023 Consolidated election is April 4.
10. **Animal Control Facility Update/Approval:** Nothing new to report.
11. **Animal Control Municipal Contracts Update/Approval:** Animal Control Warden Gerl reported she received a signed contract from Witt and will be meeting with Mike Havera and Gene Miles at the facility tomorrow. Leitheiser asked Gerl for a list of municipalities contracts that have been signed.
12. **Policy Regarding Treatment of Injured/Sick Animals at County Animal Control Facility Update/Approval:** Gerl said usually if there are sick or injured animals that come in and can't be saved, we recommend euthanizing and that is how she would handle that situation. Gerl stated she is dealing with a situation now were a very young dog came in and she took him to the vet and they thought he had blunt force trauma and that it should be an easy fix and they removed an 8.5 pound blood clot from his leg. The dog then didn't have the use of his leg and was dragging it so they went

ahead and amputated his leg so he could go to a home. Gerl said she felt that was the best decision for him because he was so young. The vet bills were supposed to be paid by all donations; however an invoice did come through to the county that she didn't mean to come through for payment. Gerl said she put a bill through that she didn't mean to and introduced Donna Luck who was in the audience. Gerl said Luck wrote a check to pay the bill in full and showed it to committee members. Chairman Donaldson stated Gerl called him upset because she heard someone called and asked why the County was paying on a dog that was going to die. Gerl said the community has been touched by his story and they visit the facility to see him and they even made T-shirts. Gerl said this is a community outreach to save this dog and everything is all funded by donations and that everyone is working towards a common goal because she thought the dog was going to be OK. Gerl said had she known the journey and outcome prior, she would have probably made a different decision but there was no guarantee. Donaldson said he got a call from Heather Mumma from Effingham County who has her own rescue business and she said they would pay for anything left over so the county was never on the hook for any of it. Gerl said she has a check for the full amount today from Donna Luck who was in the audience and Gerl showed the check to committee members. Donna Luck said she didn't know her (Gerl) until she came in today and stated Gerl is doing a great job and that the weeds were cut and everything is taken care of. Luck said the dog is a good dog and she spends a lot of money on animals' dogs that aren't hers. Leitheiser asked if a private donation check will be made to the Treasurer's office to offset the payable and to make sure a copy of the check is submitted with the payables for transparency purposes. Donaldson told Gerl whatever donations come into animal control need to be tracked and to keep good records. Hughes asked Gerl if there is a dog that comes in and you don't know if it is going to make it or not, is there a money amount that is spent to treat animals so they can be rescued out. Gerl said you can pretty much tell if a dog is going to make it, but with this dog they thought it was a tumor due to being stuck and just needed to be removed. Gerl said the doctor was willing to work with her on a discount to remove the tumor and the leg, which she did because he was so young. Gerl said she goes by A. Circumstance and each is different. She said, I am I going to spend \$500 on every single dog? No. That is unrealistic. Gerl said she felt this dog could supersede this circumstance and didn't know it was going to run into this venture. Donaldson said we need a policy regarding making decisions on treating animals and to find out how much treatment will be when we take them to the Vet. Gerl said she usually takes the animal to the vet for a \$50 evaluation and they could tell her whether they should be put down or not and she said she goes by the Vet's recommendation. Gerl said the young lady in Effingham she is taking all our cats. Treasurer Lohman said it is good to have a policy for this. Gerl asked if the board would like her to create a policy for the animals at the shelter and Donaldson said he would like to see that. The door for animal control has been ordered.

13. Heartland Greenway Carbon Sequestration Project and Development Agreement

Update/Approval: Nothing additional to report.

14. Executive Session for Personnel/Litigation/Property Acquisition/County Property

Update/Approval: *(not needed)*

- 15. Other Business:** Miles reported a couple of items will be added to the Infrastructure agenda that did not make it in time to be put on the Coordinating Committee. Those items are "window kits for probation office doors" and "additional office space for probation." Jenkins stated probation officer Banee Ulrici said she would attend the meeting.

Public Comments: None.

Appointments for this month's Full Board meeting: None.

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

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

Meeting adjourned at 10:15 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, February 9th, 2023

Time: 5:00 PM – County Board Room

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

Members Absent: None.

Others Present: Tyson Holshouser, Daniel Robbins, Sandy Leitheiser, Nikki Lohman, Rick Robbins, Andrew Affrunti, Guy Sheridan, Sarah McConnell, Helene Robinson and Barb Schmedeke

The committee met today to discuss the following:

Development & Personnel Committee: Mark Hughes, chairman -

1. **MCEDC Update/Approval:** Hughes reported there was a mix-up with regards to an MCEDC meeting, and they did not meet this evening. He said he had a conversation with MCEDC Executive Director Valerie Belusko and they do not have a meeting scheduled at this time. He stated Belusko sent an email to all of committee members about what she has been doing.
2. **Central Illinois Public Transportation and Intergovernmental Agreement Update/Approval:** Hughes reported the Finance and Budget Committee will be addressing this item during their meeting.
3. **Heartland Greenway Carbon Sequestration Project and Development Agreement Update/Approval:** Hughes reported he attended a meeting in Nokomis on January 25 where a lot of good information was presented. He said project representatives reported at the meeting they have leases for five injection well sites at this time, as well as some monitoring wells. He said if the project reps are not able to lease all the land required to complete the project, it won't happen. Jones stated if the board cannot stop the project from happening, the board needs some way to protect themselves as well as the citizens of the County affected by it. Hughes stated Tenaska has worked with pipelines before but this is their first CO2 pipeline. He said the committee received terms for a proposed development agreement a few minutes prior to the start of the meeting. Donaldson said the best way to protect the county and its citizens may be through the development agreement.
4. **Ambulance Billing Office and Funding Distribution for Ambulance Services Update/Approval:** Hillsboro Area Ambulance Service representative Barb Schmedeke reported they have two issues they would like addressed. The first involves furniture and property located in the old ambulance billing office. She said there are computers they purchased that they would like to have back, as well as files from ambulance calls. Coordinated Services assistant David Jenkins asked if they wanted the furniture in the office. He said a Farmersville-Waggoner Ambulance Service representative told him they were not interested in any of the furniture. Schmedeke said they would at least like to take a look at it to see what it is. Jenkins said that wouldn't be a problem and they would just have to coordinate with him to schedule a time to go to the office to take a look since it is locked during the day. The second issue Schmedeke said is the money that is still in the ambulance billing account. She said they have not been paid in a few months and asked when that money would be paid to the ambulance services. Jenkins said it is his fault the ambulance services have not been paid recently. He said he did not want to run into the same problem they faced a year ago when the ambulance billing account was overdrawn and he was being extra cautious with writing the checks. He said he and Treasurer Lohman also recently discovered the Civil Defense bank account, which ambulance billing was using as an imprest fund for office supplies, had over \$100,000 accidentally deposited into it over the course of a few months in 2022. He said they just learned this in December and they have been working together to try and balance the accounts. Jenkins reported they believe they finally have the accounts balanced, and they just got his and Lohman's names put on the accounts so they can both sign checks. He said one issue he cannot resolve is money that is being deposited into the ambulance service bank account automatically through the state. He said he doesn't know where the account is set up or how to stop it. State's Attorney Affrunti said they might be able to contact the bank and put a freeze on all incoming deposits. Sheridan asked if there was a way to determine which ambulance services should receive the

money that is being automatically deposited. Jenkins said the bank mails ACH remittance sheets that list which ambulance service they go to. Schmedeke asked how soon checks could be written. Jenkins said he could write them right away, but he would like to wait until at least Monday since Friday will be a busy day for him. Schmedeke said that wouldn't be a problem.

5. **Tourism Grants Update/Approval:** Hughes reported he and County Board Administrator Chris Daniels began discussing updating the tourism grant applications a couple of weeks ago, and they are ready to be sent out. He said the only changes to the applications from last year were the dates. Hughes said they will be made available following the full board meeting February 14th, and the committee will review and grade them at their April meeting. Sneed asked if they will be sent to organizations. Daniels said they will be available for download from the County website as well as for pick-up in the County Board Administrator's office. Jenkins said applications will have to be hand delivered to the office or mailed, but cannot be submitted by electronic means.
6. **DCEO Energy Transition Community Grant Update/Approval:** Jenkins reported Phase I of the grant application was submitted. He said they have not heard about any results from their Phase I application, but they hope to hear back soon.
7. **Ad Hoc Committee for DCEO Energy Transition Community Grant Update/Approval:** Jenkins said now that Phase I has been completed, the board needs to discuss the next steps in order to prepare for Phase II of the application. He stated grant writer Dan Rogers suggested creating a committee made up of county representatives as well as those representing the taxing bodies included in the County's application. Jenkins presented a list to the committee, which included Patty Whitworth, Mark Hughes and Andy Ritchie representing the Montgomery County Board, Lynn Fugate representing Senior Social Services, Dan Hough representing the 708 Board, Michelle Pulse-Flynn representing Lincoln Land Community College, and Nancy Sleplicka representing the Hillsboro Area Public Library. He said there is one spot for the East Fork Township, Road District and Multi-township Assessment that can be added, but he has not received a final name yet. Jenkins stated he hopes to have a name by Tuesday's full board meeting. He said the committee will be working with Rogers to complete the second phase of the application. **Motion by Murzynski and second by Sneed to recommend the Full Board approve the creation of the DCEO Energy Transition Community Grant Ad Hoc Committee with members Patty Whitworth, Mark Hughes, Andy Ritchie, Lynn Fugate, Dan Hough, Michelle Pulse-Flynn and Nancy Sleplicka. All in favor, motion carried.**
8. **Resolution for Support of the Great Rivers and Routes Tourism Bureau Update/Approval:** Hughes reported the committee needs to recommend the full board approve the letter of support for the Great Rivers and Routes Tourism Bureau. He said this is an item that is addressed annually. **Motion by Sneed and second by Jones to recommend the Full Board approve the letter of support for the Great Rivers and Routes Tourism Bureau. All in favor, motion carried.**
9. **Human Resources Issues at Sheriff's Department Update/Approval:** Sheriff Rick Robbins stated he would like to request the committee enter into executive session to discuss this item.
10. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** **Motion by Jones and second by Sneed to enter into executive session for the purpose of discussing Personnel and Litigation. All in favor, motion carried. Committee entered into executive session at 6:15 p.m. Motion by Jones and second by Bergen to come out of executive session. All in favor, motion carried. Committee returned to open session at 7:10 p.m. No action was taken.**
11. **Other Business:** Hughes reported he received notice of an Airbnb in Butler that is a campground for those interested in smoking cannabis. He said he forwarded this issue to the sheriff. Robbins said the site is legal and there is nothing his office can do to prevent this. Lohman asked if the County could collect hotel/motel tax money from it. Sneed said the statute with regards to hotel/motel tax and Airbnb is vague and he doesn't know if that is possible. He said the city of Litchfield has experienced problems with collecting it because of that. Hughes also reported he heard from a couple of solar companies interested in doing business in the County. EPA Administrator Daniels also reported the Full Board will have to address some changes made to their delegation agreement with the State at their meeting on Tuesday.
12. **Public Comment:** None.

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

Meeting adjourned at 7:03 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, February 10th, 2023

Time: 8:30 AM – County Board Room

Members Present: Andy Ritchie, Connie Beck, David Loucks, Ethan Murzynski and Patty Whitworth

Members Absent: Ken Folkerts and Doug Donaldson

Others Present: Nikki Lohman, Sandy Leitheiser, Daniel Robbins, Banee Ulrici, Kevin Schott, Dan Hough, Tyson Holshouser, Mike Webb, Jack Welch, Darrin Beckman, Adam Pennock, Jake Johnson, Dustin Harmon, Eric Braasch, Kendra Niehaus, Cindy Laurent, Travis Hocq, Dennis Aumann and Bruce DeLashmit (via telephone)

The committee met today to discuss the following:

1. **CIPT Intergovernmental Agreement and Ordinance Update/Approval:** Ritchie reported this ordinance and agreement are voted on by the board annually. **Motion by Ritchie and second by Whitworth to recommend to Full Board approve the Intergovernmental Agreement with Central Illinois Public Transit. All in favor, motion carried. Motion by Ritchie and second by Beck to recommend the Full Board approve the ordinance to provide public transportation in Montgomery County. All in favor, motion carried.**
2. **SOA Report Update/Approval:** SOA Office Manager Laurent submitted her report to the committee. She stated Niehaus will be taking her next exam February 27th in Edwardsville. Laurent also reported she would like to invite representatives from TrueRoll to discuss software that would help her office with Proactive Homestead Monitoring. The cost of the software is \$11,240 per year, and it would most likely be paid for out of GIS. Laurent stated 15 other counties in Illinois use this software. She said she thinks this software would save the county money and end up paying for itself. She said the county could use it for a year, and if the board feels like things are cleaned up, they wouldn't have to renew. Ritchie said it would be better to have them attend the March meeting since Tuesday's meeting is pretty full now.
3. **Capital Improvement Fund Reports Update/Approval:** Treasurer Lohman reported there is \$6,853, 880 in the reserve account now. She said after receiving a coal royalty check of \$75,000 in November, the County has received checks of \$180,000 in December, and \$300,000 in January. She said the January check will be reflected in the March report.
4. **IMRF Update/Approval:** Lohman reported the ending balances for IMRF were not good. She noted the regular retirement went from 14.9 million to 6.7 million, but she also stated they paid out nine regulars.
5. **FY 2022 Audit Update:** Lohman reported the auditors are still working.
6. **Recommend Approving Salary Increase for Supervisor of Assessments Office Manager for March 2023 Update/Approval:** **Motion by Whitworth and second by Murzynski to recommend the Full Board approve extending the temporary salary increase for Supervisor of Assessments Office Manager Cindy Laurent through March 2023. All in favor, motion carried.**
7. **Recommend Approving Purchase of Vehicle for Sheriff's Department Update/Approval:** Ritchie reported the sheriff's department had a vehicle that was totaled and they received only \$5,500 from the insurance company. He said the sheriff has requested they move up one of the vehicle purchases that were scheduled for Fiscal Year 2024 into Fiscal Year 2023. Lohman reported there is \$200,000 budgeted for ARPA other expenses that could be utilized to pay for one of the vehicles this fiscal year. **Motion by Murzynski and second by Whitworth to recommend the Full Board approve purchasing a vehicle for the sheriff's department in Fiscal Year 2023. All in favor, motion carried.**
8. **Sheriff's Department Organizational Structure Update/Approval:** Chief Deputy Holshouser reported the sheriff's department changed their operational structure approximately five years ago to disestablish the undersheriff position and utilize the Chief Deputy position in its place. Holshouser said they would like to reestablish the undersheriff position now to help level the workload between three positions instead of two. Holshouser stated the Chief Deputy would run the patrol side of things if they

reestablish the Undersheriff position. He said the Undersheriff would be funded out of the sheriff's department. He said they are currently short two Telecommunicators, though they would like to replace one of those. Holshouser stated, if approved, he would move into the Undersheriff position and they would promote from within to fill the Chief Deputy position. **Motion by Ritchie and second by Beck to recommend the Full Board reestablish the Undersheriff position in the Montgomery County Sheriff's Office. All in favor, motion carried.**

9. **Recommend Approving Maintenance Contract for Generators for EMA Update/Approval:** EMA Director Schott reported his department purchased two generators that are currently sitting in Nokomis. He said they would like to sign a maintenance contract to service the generators. The cost is \$2,590 per year. Lohman said there is money left over from ARPA since they had \$80,000 to purchase the generators, and the machines cost \$74,000. Schott said he would like to use that leftover \$5,200 to use for lights and other equipment that were not included with the generators. He said if they can't use ARPA money, they can budget for the expense of the maintenance contract. Lohman said the board has set a precedent not to fund ongoing expenses with ARPA money. **Motion by Ritchie and second by Murzynski to recommend the Full Board approve signing the maintenance contract for the EMA generators. All in favor, motion carried.**
10. **Recommend Approving Resolution for Electronic Monitoring Fees Update/Approval:** Probation Office Manager Ulrici stated they would like to charge clients \$250 initially, with the option to refund \$225 if electronic monitoring bracelets are returned undamaged and reusable. She said these battery-charged bracelets are not given out to everyone, but are given to those who have to travel for work. **Motion by Whitworth and second by Ritchie to recommend the Full Board approve the Resolution establishing electronic monitoring fees. All in favor, motion carried.**
11. **Bellwether ARPA Reporting and Budgeting Process Update/Approval:** Dustin Harmon and Jake Johnson with Bellwether, LLC gave a presentation outlining their budget process for local governments. Harmon stated their company would work with the County throughout the budget process and will always keep the Finance and Budget Committee and County Board involved. He also stated they don't disappear whenever the budget is in place. The cost of hiring Bellwether is \$6,000 up front, and then another \$6,000 when the process is finished. Lohman asked if the company provides Human Resources services and what the fee would be. Harmon said they offer Human Resource consulting, adding that it is typically an on call fee that is approximately \$1,000 per call. He said their most frequent services with H.R. are guidance on counseling, termination and succession planning, with employee issues being the most common. **Motion by Ritchie and second by Murzynski to recommend hiring Bellwether, LLC for the Montgomery County budget process.** Jenkins asked if this motion was to cover only the budget process and not include H.R. Ritchie said yes, it is only for the budget process. **All in favor, motion carried.**
12. **Notification of Non-County ARPA Project Recipients Update/Approval:** Ritchie reported he has drafted a letter that will be sent out to all of the non-county ARPA award recipients notifying them of the process of distributing the money. Raymond Ambulance Service representative Hough stated their estimate for a new ambulance has changed since the county approved ARPA projects. He said their total estimate is approximately \$51,000 more than it was previously. He asked if the difference would be made up by the County or if Raymond would have to cover that. Ritchie stated the board voted on the projects based on the amounts, so the amounts that were approved were the amounts that were budgeted. The difference would have to be made up by the non-county entity. Ritchie stated a few things would have to happen before the money is distributed. First, the non-county entity would have to put their share of the funds into the escrow account so that County knows they have the funds.
13. **Intergovernmental Agreement for ARPA Distribution Update/Approval:** Ritchie reported the second part of the process for non-county entities to receive their money would be to sign an Intergovernmental Agreement with the County Board. Fillmore Police Chief Darrin Beckman asked if it mattered if the money was placed in the escrow account before the Intergovernmental Agreement was signed or not. Ritchie said it did not. He said once the first two steps are completed, the County Board will vote on passing an ordinance authorizing the transfer of ARPA money to make purchases.

Once this ordinance is passed and the other two steps have been completed, the County will distribute checks to the non-county entities.

14. **Recommend Approving Intergovernmental Agreement with Nokomis-Witt Ambulance Service for ARPA Distribution Update/Approval:** Ritchie reported State's Attorney Andrew Affrunti asked if the Nokomis-Witt Ambulance Service had numbers for their ARPA request. Nokomis Ambulance Chief Hocq said they received three quotes for ambulances. Assistant County Board Administrator Jenkins stated the board will have to make a decision regarding the Nokomis request because they may not be able to provide the 40 percent match that was requested of the non-county entities. Hocq said they could not provide the 40 percent match, and he doesn't know who told the board they could. Jenkins said Nokomis's original application stated they could not provide the 40 percent matching funds, but they were later told during an open public meeting by the former County Board chairman that they could. He said the board will have to decide whether to go ahead and fund the Nokomis request 100 percent and disregard the guidelines given to the other non-county entities, or reject the Nokomis request since they cannot provide the matching funds.
15. **Recommend Approving Intergovernmental Agreement with Raymond-Harvel Ambulance Service for ARPA Distribution Update/Approval:** Nothing additional to report.
16. **Recommend Approving Intergovernmental Agreement with Farmersville-Waggoner Ambulance Service for ARPA Distribution Update/Approval:** Nothing additional to report.
17. **Recommend Approving Intergovernmental Agreement with City of Nokomis for ARPA Distribution Update/Approval:** Nothing additional to report.
18. **Recommend Approving Intergovernmental Agreement with Fillmore Police Department for ARPA Distribution Update/Approval:** Nothing additional to report.
19. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Ambulance(s) for Nokomis-Witt Ambulance Service Update/Approval:** Nothing additional to report.
20. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Ambulance(s) for Raymond-Harvel Ambulance Service Update/Approval:** Nothing additional to report.
21. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Ambulance(s) for Farmersville-Waggoner Ambulance Service Update/Approval:** Nothing additional to report.
22. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase a Warning Siren for the City of Nokomis Update/Approval:** Nothing additional to report.
23. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase a Police Squad Car for the Fillmore Police Department Update/Approval:** Nothing additional to report.
24. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Pagers for Montgomery County First Responders Update/Approval:** Ritchie reported Affrunti questioned who would be the person of contact for the pagers. Beckman said he was the one who brought the initial request to the table. Ritchie asked if Beckman could get the contact information for each of the agencies needing pagers. Beckman said he would work on that. Ritchie said each of the agencies would have to sign Intergovernmental Agreements.
25. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Radios/Communications systems for EMA Update/Approval:** Schott reported he requested \$22,000 and he is going to come in under that. He said passing this ordinance will help him get started on outfitting his vehicle with digital communications, but he will be coming back likely next month for another ordinance. In total, Schott stated he will probably be at around \$20,000. This ordinance will cover \$2,200. **Motion by Whitworth and second by Loucks to recommend the Full Board approve the Ordinance authorizing the use of ARPA funds to purchase radios/communications systems for County EMA. All in favor, motion carried.**
26. **Starting Salary and Wage Increases for Non-Union County Employees Update/Approval:** Lohman reported this item doesn't really need to be discussed if Bellwether is going to be doing the

budget. She said it was initially put on the agenda for discussion since most of the union contracts are already set for FY 2023.

27. **DCEO Energy Community Reinvestment Act Grant and Vistra Energy Update/Approval:** Leitheiser reported Phase I of the application has been submitted and we are awaiting the results from the State. She said the Development and Personnel Committee has already taken action on an item with regards to the next step in that process. Jenkins reported Development and Personnel voted to recommend the full board approve an ad hoc committee made up of members of the County Board and taxing bodies included in the County's DCEO application. Those members include Patty Whitworth, Mark Hughes, Andy Ritchie, Dan Hough, Michelle Pulse-Flynn, Lynn Fugate and Nancy Sleplicka. Jenkins said they are waiting to hear about a potential member representing the East Fork taxing bodies, and he hopes to have a name by Tuesday's meeting. If he doesn't receive a response, he said the meetings will be open to the public and East Fork can send a representative to attend the meetings until they can have a member approved at the County Board's March meeting.
28. **Heartland Greenway Carbon Sequestration Project and Developmental Agreement Update/Approval:** Jenkins reported Chairman Doug Donaldson said this item will be taken off the Finance and Budget Committee agenda.
29. **Revolving Loan Fund Update/Approval:** Lohman reported the last outstanding loan has been paid off and the board needs to decide what to do with the RLF now. State's Attorney Affrunti has recommended closing the RLF. Lohman said if the board chooses to dissolve the fund, she believes the money should go back into the Capital Improvement Fund since it was taken from Coal money in the first place. **Motion by Ritchie and second by Whitworth to recommend the Full Board dissolve the Revolving Loan Fund, pending approval from the State's Attorney, and return the money to the Capital Improvement Fund. All in favor, motion carried.**
30. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
31. **Other Business:** Leitheiser reported the Sheriff discussed having the Finance and Budget Committee talk about hiring a company to do custodial services on a temporary basis. Jenkins said it has been added to the Full Board agenda. Holshouser said the price he received was for up to 24 hours per week at \$21.50 per hour for the Historic Courthouse and the annex. He also reported the board will be discussing an Intergovernmental Agreement with Nokomis for Radio and Telephone communications.
32. **Public Comment:** Ritchie acknowledged interim Fire Chief Adam Pennock, who was in attendance. Pennock said he is the temporary fire chief for now with hopes to take the job full-time when they find a replacement for him.

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

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

Meeting adjourned at noon. 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, February 8th, 2023

Time: 8:30 AM – County Board Room

Members Present: Gene Miles, Bob Sneed, Russell Beason (via telephone), David Loucks, Patty Whitworth and Evan Young

Members Absent: None.

Others Present: Dan Hough, Kevin Schott, Cody Greenwood, Jason Anderson, Sarah McConnell, Daniel Robbins, Bance Ulrici, Andrew Affrunti, Emily Gerl and Hugh Satterlee

The committee met today to discuss the following:

Infrastructure Committee:

1. **2023 Township MFT Rock Letting Results Update/Approval:** Highway engineer Greenwood reported there were fewer bidders this year than in years past. He said the price of quite a few items increased, including Slag (seal coat aggregate) increasing to \$29.70 per ton and CA7 Mix increasing to \$79 per ton. **Motion by Young and second by Loucks to recommend the Full Board approve the low bidders for the 2023 Township MFT Rock Letting. All in favor, motion carried.**
2. **2023 County MFT Rock Letting Results Update/Approval:** Greenwood reported the bids for these were essentially the same prices as the townships. **Motion by Whitworth and second by Loucks to recommend the Full Board approve the low bidders for the 2023 County MFT Rock Letting. All in favor, motion carried.**
3. **Boom Mower/Ditcher Letting Results Update/Approval:** Greenwood reported he received a price for the Boom Mower/Ditcher. He stated the price is from Woody's Municipal Supply in the amount of \$89,396.80 and it would be available around June or July. **Motion by Young and second by Loucks to recommend the Full Board approve the purchase of a boom mower/ditcher from Woody's Municipal Supply in the amount of \$89,396.80. All in favor, motion carried.**
4. **Walshville Bypass Road Intergovernmental Agreement Update/Approval:** Greenwood reported he spoke with Walshville Village Board President Joy McDonald, and she is going to see if the board can pass the IGA at their March meeting. He said they won't be able to do it sooner because she and other board members will be gone during February. Young asked what the wording of the IGA stated about repairing the existing road. Greenwood said the repair work outlined in the agreement calls for milling, oiling and chipping. Young said he thinks we will be opening up a can of worms, and he thinks the potholes should just be filled after the bypass road is completed. Greenwood said the cost to repair the existing road after the bypass road is completed will be approximately \$22,000. Young said weather conditions could ruin the repair work they do not long after it is completed. Greenwood said the project won't be done until 2025, so the village has time to address preparing that road. He said if the road does come into disrepair after the County repairs it, it will be on the village to fix it.
5. **Resolution 2023-02 to appropriate funds for 100% County culvert replacement on Niemanville Trail Update/Approval:** Greenwood reported the cost of this project will be \$20,000 and it will come from the County Aid to Bridge Fund. **Motion by Loucks and second by Whitworth to recommend the Full Board approve Resolution 2023-02 to appropriate funds for 100% County culvert replacement on Niemanville Trail. All in favor, motion carried.**
6. **Old Highway Department Building Update/Approval:** Greenwood reported the committee wanted to get the old highway department building tested for asbestos to see what needed to be abated. He said the complete report is not available yet, but several spots came back hot for asbestos. Those included sheet flooring on the first floor below the floor tile, wall panel mastic in the second floor bathroom, gasket material, duct insulation and caulking around two windows and doors. Greenwood stated the company who tested the building does not do abatements, but they recommended three contractors who do. Sneed asked Greenwood if he is interesting in moving forward with selling the property now. Greenwood responded that decision is up to the committee and full board. He said the best option right now would be to wait and see what asbestos abatement would cost.

7. **Maintenance and Cleaning Issues and Report Update/Approval:** Sneed reported maintenance superintendent Ernst has been busy working around the courthouse complex. He said the VAC building was broken into recently, but the area that was broken into has been repaired. Ernst stated some cell phones were taken during the process. He said ROE would like security cameras for that area because it has been broken into before. Ernst said Information Services manager Curt Watkins can start the process of putting security cameras up, but he needs to be told to do so before doing anything. Sneed also reported the board previously approved the purchase of a new generator for the jail, but the price of installing it and running electric was not considered at the time. He said they are going to have to run wire because they are replacing a 30 kilowatt generator with a 60 kilowatt. Ernst said they would have to run wire whether they were going to add a 40 or 60 kw. Sneed also reported Ernst and maintenance tech Roger Cassidy have been doing custodial work on top of their normal maintenance jobs, so he cautioned patience. Ernst reported Animal Control has been asking about a new incinerator because the inside of theirs is rotting out. Animal Control Warden Gerl stated they are having to burn twice in order to incinerate bodies, so fuel costs are increasing because of it as well. Sneed said they can look for a new one, but if it is still working they will probably keep using it. Young said they could install a new liner to fix the rotting problems.
8. **Sidewalks at Historic Courthouse Update/Approval:** Sneed reported he had a meeting with Hillsboro city officials, and they are going to partner with the County to repair and replace the sidewalks around the Historic Courthouse. He said Jeremy Conner with Hurst-Rosche is going to come back with prices for the City right of ways and the County responsibilities. Sneed said even though the committee previously discussed doing the work in phases, he would like to complete the entire project at once. He said this would push the roof project at the new courthouse off until next year.
9. **Interior Door Project for County Clerk's Office Update/Approval:** Nothing new to report.
10. **Bidding out the County Farm Update/Approval:** State's Attorney Affrunti briefed the committee on the legalities of leasing out the county farm. He stated the board needs to determine whether or not there is no public purpose for the land. If that is the case, it could be leased. He said the question needs to be asked if it is more beneficial for the County to lease the land or sell it, and the decision needs to be made based on what is in the best interest of the County. He said it needs to be a full board decision. Loucks asked if the State would come after the County if they choose to lease it. Affrunti responded it would not be the state, but rather a taxpaying member of the community could sue. Affrunti said the committee can make a recommendation to the full board on their opinion, and it would be best to have an ordinance passed stating so. **Motion by Sneed and second by Whitworth to recommend the full board continue leasing the County farm. All in favor, motion carried.**
11. **EMA Storage Shed Update/Approval:** EMA assistant Coordinator Hough reported they received the generators and they are currently in Nokomis in the Altorfer representative's shed because they don't have space to put them at the moment.
12. **Window Kits for Probation Office Doors Update/Approval:** Probation Office Manager Ulrici stated she inquired last fall about putting windows in their office doors to keep their officers safe while having meetings. She said she received a quote for the window kits, which would be 24 by 32 inches and are for just the kits, not the glass. Greenwood said he has had Gardener Glass install glass for windows before. Ernst stated they have installed glass at the jail as well, and he has their contact information. Sneed asked what kinds of glass Ulrici wants and if she wants wired glass. Ulrici said she does not want wired glass. Beason stated they will need to check on fire codes for what kind of glass they are supposed to use.
13. **Additional Office Space for Probation Update/Approval:** Ulrici reported she received a grant for mental health court to hire three new people and she is in need of space to put them. EMA Coordinator Schott stated there is space available in the old ambulance billing office, but Sheriff Rick Robbins informed the coordinating committee he would not be able to provide security for that area. Hough asked if the space needed to be in the new courthouse. Ulrici said she would prefer it be.
14. **Elections Update/Approval:** Miles reported Leitheiser was not able to attend the meeting but she turned in a report. He said 1,030 voters have requested vote-by-mail ballots so far.

15. Animal Control Facility Update/Approval: Gerl reported she spoke with Whitworth about Probst vet clinic that has issues with the rabies certificates she is providing. Gerl passed out a packet with language from the states statute that states each Veterinarian should be providing rabies certificates to the Administrator. Gerl also had copies of examples of vets that are computerized and the certificates they provide. Gerl said she just spoke with Affrunti and got his opinion. Gerl stated she provided Probst with certificates as a courtesy and they were not happy with them. Gerl spoke with States Attorney Affrunti and she wants Probst to get his own certificates per the statute. Gerl said to spend \$250 per month of the county's money is outrageous for rabies certificates and at 12 months a year that is \$3,000 and she said Probst said he has been in business for 40 years so that would be \$120,000. At this time she told Affrunti she wants to use the State law where the Vets get their own tags because it is an unnecessary use of County funds especially for her department. Whitworth asked if Gerl ordered any certificates like she asked her to the previous day after talking to Chairman Donaldson who told her to go ahead and order them. Gerl replied No. Gerl stated she spoke to Chairman Donaldson and he didn't tell her that. Gerl said it is State law that they provide their own. Gerl stated Affrunti said they could send the PDF over to Probst. Whitworth said they weren't computerized but that may change if his son takes over the practice when he graduates. Gerl said they can print their own or get them at the Journal News. Young asked Gerl if Affrunti said the County does not have to provide the Vet with the rabies certificates and Gerl responded yes. Gerl stated Probst is the only Vet that doesn't provide the certificates. Sneed also reported a new door for animal control should be coming.

16. Animal Control Municipal Contracts Update/Approval: Gerl reported she met with Coalton Mayor Mike Havera about municipal contracts, and he said he wants an opt-out. She said Affrunti said the board would have to agree to that. Havera wanted a 30 to 60 day to opt out. Miles said Havera indicated he also did not want to be the one responsible for calling Gerl if there was an issue. Havera was worried that he may sign something that would get him in trouble. Gerl said she was concerned that if she went there to take of the problem and we incur the costs and then Young said they could opt out. Gerl agreed. Miles said Havera didn't want the responsibility of calling Gerl when there was a problem and he will not call. Young asked who was going to call and Miles said Havera left that wide open. Miles said that Havera acted like we should tell him who should call and Miles said that they just need to let Gerl know who to call. Miles said he told Havera he just needs someone from his board to call and Havera understood. Young said then why is he mayor. Loucks asked if they opt out is it on us or them. Young said we can't start nit picking with all the cities and that a lot of work went into developing the municipal contract.

17. Policy Regarding Treatment of Injured/Sick Animals at County Animal Control Facility Update/Approval: Miles said that Whitworth asked him if the County has ever had a policy or a limit on how much treatment an animal receives if they've been badly injured or if there is a cost limit. Gerl said there is a limit, such as if an animal gets hit by a car if there is no way to save the animal and if an owner can't be locate, the Vet will recommend to euthanize and they go with their recommendation. Whitworth said it is hard to determine and asked if we go with the Vet's recommendation. Gerl said it is really inhumane to let them suffer, so yes they go with the Vet's exam and what their opinion is. Whitworth also asked if we have a County vet assigned to us and who do we use in emergencies. Gerl said she doesn't have any Vet contracts and she uses the most convenient Vet at that moment. Whitworth said I thought we had to have a Vet as an overseer and Gerl said no. Young said the State Statute is written where it says it is a certified Veterinarian or someone the board choses like the chairman of the committee that oversees animal control and is the Administrator of the facility and that is why there is no Vet. Miles stated that would be him. Gerl said she has not seen any contract or agreement declaring there is a county vet. Whitworth said someone called her asking about why we spend so much money on some of the injured or sick animals and wondered about a limit or guidelines going forward. Young said if an animal comes in with heartworm the county has to get that animal treated and it may be \$1,500. Whitworth said she adopted a dog from the facility and she paid for the heartworm treatment. Whitworth asked what if someone relinquishes an animal because they can't afford the vet care, our shelter isn't to serve that purpose. Gerl said usually if someone relinquishes and an animal they have to pay a \$50 fee. Gerl said they try to send them out to rescue so the county

doesn't take on that expense. Whitworth asked if that was APL. Gerl said there is a variety of rescuers and PAWS' rescue Coordinator sends out pictures of our animals every Tuesday and Thursday and they try to send them wherever they can so we don't have their medical expenses.

18. Heartland Greenway Carbon Sequestration Project and Development Agreement

Update/Approval: Miles said he did not know why the carbon sequestration was on the Infrastructure agenda. Coordinated Services assistant David Jenkins said board chairman Doug Donaldson wanted it on all of the committees' agendas. Greenwood said down the road, it will probably be a topic of discussion for Roads and Bridges. Young also reported he attended a really nice meeting at the Farm Bureau on Tuesday, February 7 regarding carbon sequestration. He said he and Ken Folkerts attended and he wished other board members would have been present. Miles asked what the summary of the meeting was. Young said in short, there is nothing the County can do about keeping carbon sequestration from coming. He said legislation is coming that will take power out of the county's hands. Whitworth said without zoning, the County has no power to regulate it. Young said a good lawyer could get around that anyway.

19. Executive Session for Personnel/Litigation/Property Acquisition/County Property

Update/Approval: (not needed)

20. Other Business: Sneed said the Rules Committee is going to recommend splitting Infrastructure back into the Buildings and Grounds and Roads and Bridges committees, so the two committees will need to discuss possible meeting dates. He said there was discussion about moving everybody's meeting in order to give Daniels and Jenkins time to complete minutes before the weekend. Miles said the Roads and Bridges meeting could stay on Wednesday. Sneed said the Buildings and Grounds meeting would take place on Tuesday, and the rest of the committees can decide for themselves. Greenwood reported Nokomis Township will be vacating a portion of North 22nd Avenue. Sneed reported new tumblers have been installed on the locks at the Historic Courthouse, so any keys floating out there shouldn't work anymore.

21. Public Comments: None.

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

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

Meeting adjourned at 10:20 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

Rules of Order Committee Minutes

Date: Wednesday, January 18th, 2023

Time: 5:00 pm - County Board Room

Members Present: Connie Beck, Patty Whitworth, Bill Bergen, Mark Hughes, Bob Sneed and Doug Donaldson

Members Absent: None.

Others Present: David Loucks, Sandy Leitheiser Rick Robbins and Andrew Affrunti.

The committee met to discuss the following:

Rules of Order Update/Approval:

1. Recommend Increasing/Decreasing Number of Committees for the County Board

Update/Approval: Beck reported the committee needs to decide whether to recommend increasing the number of committees or not, referencing the desire by some to split the Infrastructure Committee back into two committees. Hughes asked why it needs to be split up. Sneed said having the committees combined is too much for one person to handle as committee chair. He said Donaldson asked him, Gene Miles and highway engineer Cody Greenwood to type up a list of reasons why they want to see the committee split up. Whitworth stated Greenwood shouldn't have a say any more than Treasurer Nikki Lohman would have a say about the Finance and Budget Committee. Whitworth said she is against splitting up the committee because she sees overlap between Buildings and Grounds and Roads and Bridges. Sneed said there is never overlap. Whitworth said the issue with the old highway department property is overlap. Bergen stated he would like to see the board revisit the Development and Personnel Committee merger as well. He said he was chair of that committee when they were combined and he had a hard time keeping up with the Development parts of the meeting. Hughes said it seems all the committees previously were broken up to be put back together. He said if the Infrastructure Committee needs to have two co-chairs, he would be for that, but he is not in favor of splitting up the committee. Whitworth stated she served on the Roads and Bridges Committee before it was combined with Buildings and Grounds, and a lot of times the meetings lasted anywhere between 40 and 55 minutes. She said she could also see flipping Miles and Sneed's positions on the committee, making Sneed chair and Miles vice chair. She said Greenwood basically runs the Roads and Bridges part of the Infrastructure committee and she doesn't believe they need their own meeting just for that. Hughes asked Sneed what it would take for him to support keeping the Infrastructure Committee together. Sneed stated he said early on he could live with anything, but the Roads and Bridges people are not happy with this arrangement. Sneed said there are similarities between the highway department and health department, with how their managers run their respective offices. State's Attorney Affrunti said state statute says the County Board has authority over the highway department, whereas the County Board of Health would have authority over the health department. He said statute declares the County Board appoints members to the Board of Health. Sneed said if the board wishes, the maintenance superintendent could be in charge of buildings and grounds, much like the highway engineer is in charge of the highway department, but he doesn't think that would be a good idea. Sneed stated there are a couple of options the committee could decide on: 1) leave the committees the way they are; or 2) take one person off of each committee and split Infrastructure back into the Buildings and Grounds and Roads and Bridges committees. Hughes stated he is not for splitting the committees at all. Sneed said he does not see a problem with splitting the committees, and removing one person from each committee to offset the difference in cost. Beck said she would like Donaldson, who had left the meeting due to a work emergency, to voice his desire for the committees. The committee agreed to wait until the next meeting to discuss the topic further.

2. Amending the Montgomery County Board Rules of Order to coincide with the new

committee structure Update/Approval: Whitworth stated she would like to see public comment

moved closer to the beginning of the meeting so guests who desire to speak to issues on the County Board agenda can express their opinions before the board votes on them. Sneed said he would like to see a sign in sheet for the public comment portion of the meetings. Bergen said he would like to see the Full Board go into executive session at the end of every meeting.

3. **Recommend Adopting Rules of Order for the Montgomery County Board Update/Approval:**
Nothing new to report.
4. **Other Business:** Beck stated she would like to meet again before the next Full Board meeting. Affrunti said Tuesdays generally work best for him. Beck said they will plan for Tuesday, January 24, 2023. Hughes said he has a Township meeting scheduled for that evening at 7. Beck said they could move it up to 4:30 p.m. Committee members agreed. Meeting was scheduled for Tuesday, January 24, 2023 at 4:30 p.m.
5. **Public Comments:** None.

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

Meeting adjourned at 6:45 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

Rules of Order Committee Minutes

Date: Tuesday, January 24th, 2023

Time: 4:30 pm - County Board Room

Members Present: Connie Beck, Patty Whitworth, Bill Bergen, Mark Hughes, Bob Sneed and Doug Donaldson

Members Absent: None.

Others Present: Andrew Affrunti

The committee met to discuss the following:

Rules of Order Update/Approval:

1. Recommend Increasing/Decreasing Number of Committees for the County Board

Update/Approval: Beck reported the committee left last meeting waiting to hear comments from Chairman Donaldson on the matter of splitting up the Infrastructure Committee. Donaldson stated when the committees were reduced and responsibilities were combined in July 2022, the Board did so with the intent that this would be a trial run before Fiscal Year 2023. Donaldson said from his view, it doesn't appear combining the Buildings and Grounds and Roads and Bridges Committees into the Infrastructure committee is working. He stated the board is also not doing Sneed any favors by asking him to remain overseeing buildings and grounds while he is not the chair of any committee. Whitworth stated she is in favor of keeping the Infrastructure Committee together, but she does not want to diminish the importance of Roads and Bridges. Donaldson said regardless of what decision the committee thinks is best, the full board is going to have to vote on it. He asked State's Attorney Affrunti if the committee could send it to the Full Board without a recommendation. Affrunti said it would depend on how the motion was worded. Sneed stated if the board votes to keep the committee together, he can live with it, but he will be voting to split it up. Hughes suggested Donaldson make a motion for a recommendation and then have the committee vote before choosing to send the matter to the Full Board. **Motion by Donaldson and second by Sneed to recommend the Full Board increase the number of committees of the Montgomery County Board to five, separating the Infrastructure Committee into the Buildings and Grounds Committee and Roads and Bridges Committee.** Sneed said highway engineer Cody Greenwood reached out to counties across the state and received responses from 44 counties. Of those 44, Sneed said 75 percent have a separate Roads and Bridges Committee. **Roll Call Vote: Voting YES: Beck, Bergen, Donaldson and Sneed. Voting NO: Hughes and Whitworth. Motion carries with a vote of 4-2 in favor.**

2. Amending the Montgomery County Board Rules of Order to coincide with the new

committee structure Update/Approval: Affrunti stated the committee next needs to decide if they want duties spelled out in Rules. He said from the outside, having a singular document that spells out responsibilities is best. Coordinated services assistant David Jenkins stated Donaldson should have a plan for assignments in place for the February full board meeting so department heads will know where to report during the March committee meetings. Affrunti said if assignments are not ready, the board won't be able to have committee meetings in March. Donaldson said he will put a plan together.

3. Recommend Adopting Rules of Order for the Montgomery County Board Update/Approval:

Whitworth said she believes the full board should adopt Robert's Rules of Order for conducting business. **Motion by Whitworth and second by Hughes to recommend the full board adopt Robert's Rules of Order.** Sneed he doesn't believe the board should follow everything in Robert's Rules of Order. **Bergen votes no, all others vote in favor. Motion carries 5-1.**

4. Other Business: Beck said the committee can meet again before the February full board meeting to discuss County Board rules further. She said Tuesday, January 31, 2023 at 4:30 p.m. is an option. All other committee members agreed. The next Rules Committee meeting is scheduled for January 31, 2023 at 4:30 p.m.

5. **Public Comments:** None.

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

Meeting adjourned at 6:05 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

Rules of Order Committee Agenda

Date: Tuesday, February 7th, 2023

Time: 4:30 pm - County Board Room

Members Present: Connie Beck, Patty Whitworth, Bill Bergen, Mark Hughes, Bob Sneed and Doug Donaldson

Members Absent: None.

Others Present: Sandy Leitheiser and Andrew Affrunti

The committee met to discuss the following:

Rules of Order Update/Approval:

- 1. Amending the Montgomery County Board Rules of Order to coincide with the new committee structure Update/Approval:** Bergen stated he observed Animal Control, EPA and West Central Development were moved under the Development and Personnel Committee in the latest assignment proposal. Hughes asked Bergen if he thought there was a better place for them. Bergen said he believed Coordinating would be a better place for them and that's where they were at before the proposals. Bergen said that is his opinion. Donaldson said the sheriff's department should be taken off the sheet that has them under the Development and Personnel Committee since the sheriff would be giving a report under the elected officials' portion under Coordinating. Sneed said Buildings and Grounds has always handled paying the sheriff's office vouchers and asked if another committee would be taking that on. Donaldson said no. Sneed asked who decides dates and times of meetings if the board votes to split up the Infrastructure Committee. Donaldson said the respective committees could discuss and come up with a plan. County Coordinator Daniels stated it is difficult sometimes to complete minutes and give them to board members to look at over the weekend when the Development and Personnel Committee meets Thursday evening and the Finance and Budget Committee meets Friday morning.
- 2. Recommend Adopting Rules of Order for the Montgomery County Board Update/Approval:** Hughes said he would like to remove the phrase "for health reasons or work related reasons" from Section A. number 5 of the proposed rules. He said he thinks board members should be able to conference call to committee meetings for reasons other than health or work-related. County Clerk Leitheiser stated Section A(9)(a) states the County Clerk shall transmit notice of an agenda of special meetings, but typically her office only does notices for full board meetings. Coordinated Services Assistant David Jenkins said he could amend the rule to read "County Clerk or County Board Administration Office" for both A(9)(a) and A(9)(b). Affrunti stated Section B(8) references where all official mail for the chairman should be addressed, but it should read "County Board" instead of "Chairman." Whitworth said Section C(7)(a)(2)(H) and C(7)(a)(2)(I) are duplicates of C(7)(a)(3)(C) and C(7)(a)(3)(D) respectively. Jenkins said they should be under number 2 instead of 3 because those positions are appointed by the Judge and not the County Board. Whitworth asked if the assignments under Donaldson's proposal should mirror those listed in Section C(10). She said EPA, West Central, Planning Commission, Mid Illinois Regional Council and Enterprise Zone are not currently listed. Jenkins said he will add those. Affrunti stated Section G(12) is missing the word "or" between "Order" and "in." Jenkins said he will make all of the changes requested. Bergen said he did not like the additions to the public comment portions of the proposed rules because Montgomery County is small and he feels we would be restricting people's ability to voice their opinions. Donaldson said three minutes is a long time for one person to speak, and oftentimes when someone finishes their presentation, others will chime in and say the same thing that has already been said. Donaldson asked if when the rules would be voted on. Beck said they would present them February 14th for a 30-day review, and then vote on them in March. Affrunti said there is no statute that requires a 30-day review. Beck said they've typically given 30-days as a courtesy on some items. Daniels said rules were typically not reviewed for 30 days; however,

these changes are more extensive than time's past. Beck asked if the changes could be made and the rules distributed in time for board members to view them before February 14. Daniels said once the changes are made, they could email the rules to each of the board members. She said they could also print hard copies off for members who don't look at their email. Donaldson said board members could be given hard copies at committee meetings this week. **Motion by Hughes and second by Donaldson to recommend the Full Board adopt the Montgomery County Rules of Order with the changes discussed. All in favor, motion carried.**

3. **Other Business:** None.

4. **Public Comments:** None.

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

Meeting adjourned at 5:30 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

Buildings & Grounds Committee Meeting Minutes

Date: Tuesday, March 7th, 2023

Time: 8:30 AM – County Board Room

Members Present: Bob Sneed, Patty Whitworth, Russell Beason (via telephone), Ken Folkerts, Mark Hughes (arrived at 8:55 a.m.) and Doug Donaldson

Members Absent: None.

Others Present: Kevin Schott, Joe Gasparich, Tyson Holshouser, Daniel Robbins, Sandy Leitheiser, Jeremy Conner, Jason Anderson, Arlen Kasten and Brian Brown

The committee met today to discuss the following:

Buildings & Grounds Committee:

- 1. Maintenance and Cleaning Issues and Report Update/Approval:** Maintenance Tech Ernst reported Undersheriff Holshouser told him the county custodian returned to work Monday, but is gone again today and will be out through March 29. Ernst also reported the Sheriff will be going with GTSI for their intercom system, and it will be paid for out of their commissary fund.
- 2. Furnace for Conference Room in VAC/ROE Building Update/Approval:** Sneed reported the committee received bids from two companies for a new heat exchanger for the furnace in the ROE building conference room. He said the companies also provided bids to replace the entire furnace. He stated C&C Heating and Cooling provided a bid of \$1,100 to replace the heat exchanger or \$3,660 to replace the furnace. Neuhaus Heating and Cooling submitted a bid of \$1,865.15 to replace the heat exchanger and a bid of \$4,187.47 to replace the furnace. Ernst stated C&C's bid included a \$600 discount if the board chooses the option to replace the entire furnace. He said Neuhaus was informed of that, but they are not a Bryant dealer, which is what the existing furnace is. Folkerts stated if the heat exchanger is the main source of the problem, maybe replacing that would be the best way to go. Ernst said the furnace is 14 years old and they typically have a lifespan of 15 to 20 years. Hughes said he replaced his after 22 years. **Motion by Whitworth and second by Hughes to approve purchasing a new furnace for the conference room in the ROE building from C&C Heating and Cooling in the amount of \$3,660. All in favor, motion carried.**
- 3. Recommend Approving Contract with Johnson Controls Update/Approval:** Sneed stated the Johnson Controls price did not increase any more than they normally do. Ernst reported the contract covers 32 hours, and they service only the VAV boxes. He said the Johnson Controls rep usually visits and plugs their computer into the HVAC system at the new courthouse. He said there have been quite a few times the rep has showed up and the computer they bring doesn't work, but the County is still charged with a visit. Ernst stated he dealt with Clow Control when he worked for the hospital, and they didn't have to sign a contract. He said they charge on a per call basis, and their price is \$110 per hour, which is less than the \$207 per hour that it would cost if the County signs the contract with Johnson Controls. Ernst said he could still use Johnson Controls if they don't sign a contract, but it would cost \$244 per hour as of last Wednesday. Sneed stated Ernst does a lot of the manual work on the HVAC system now that wasn't being done by previous maintenance superintendents. Ernst said there are certain things the Johnson Control reps don't show him when they visit, but if the board chooses to move forward without the contract, they can have Information Services lock Johnson Controls out of the system. Sneed asked if the County is obligated to Johnson Controls for anything. Ernst said the county owns all of the equipment because they purchased it. Sneed said he would like to have some sort of guarantee on the price Clow is presenting so the County is not backed into a corner. He said he believes a lot of money can be saved. **Motion by Folkerts and second by Hughes to table this item for another month. All in favor, motion carried.**
- 4. Security Cameras for Annex Building Update/Approval:** Sneed reported the committee received a bid from Wareham's Security for cameras behind the ROE building. He said the building was recently

broken into and some cell phones were stolen. Ernst said Wareham's submitted a price of \$703, and the company owes Information Services Manager Curt Watkins some time, so there would be no charge for labor installation. **Motion by Whitworth and second by Hughes to approve purchasing security cameras for the back of the ROE building from Warehams' Security for \$703. All in favor, motion carried.**

5. **Recommend Approving Preventative Maintenance Service Agreement for Elevators Update/Approval:** Sneed reported Schindler Elevator Corporation sent an invoice for the annual preventative maintenance agreement in the amount of \$10,233.59, which is an increase of approximately 16 percent. Sneed stated the County has previously put this agreement out for bids, and they have discussed doing it again, but the agreement renews automatically and must be canceled a certain number of days prior to the renewal date. Sneed said it will be put on the committee's agenda to talk about putting it out for bids next year, but it is too late to do that this year. **Motion by Sneed and second by Hughes to recommend the Full Board approve the Schindler Elevator Corporation preventative maintenance agreement in the amount of \$10,233.59. All in favor, motion carried.**
6. **Sidewalks at Historic Courthouse Update/Approval:** Jeremy Conner with Hurst-Rosche Engineers presented the latest figures and updates for replacing the sidewalks around the Historic Courthouse. He said he has been communicating with the County as well as officials from the city of Hillsboro. Sneed said the City would like to partner with the County to share some of the costs of the project. Conner said the County's share of the project would be approximately \$67,200, while the City's share would be \$62,350. **Motion by Sneed and second by Whitworth to bring the Historic Courthouse sidewalk replacement project before the Full Board. All in favor, motion carried.**
7. **Interior Door Project for County Clerk's Office Update/Approval:** Sneed reported this project is on hold at the moment, but the committee has not given up on it. He said they reached out to contractors about the project, but the office needs something more secure than what has been proposed so far. He said there currently is not enough room to put doors in places where doors have been requested. Folkerts stated this item has been on the agenda since he was appointed to the board and he would like to see about moving towards some kind of solution. County Clerk Leitheiser stated she could put out a Request for Proposal. **Motion by Hughes and second by Whitworth to approve putting out a Request for Proposal for the County Clerk's Office Interior Door Project. All in favor, motion carried.**
8. **Review and Recommend Approving Bids for County Farm Lease Update/Approval:** Sneed reported they received four sealed bids to lease the County Farm. The first bid was from Arlen Kasten at \$405 per acre. The second was from Nick White for \$318 per acre. The third was from Brian Brown for \$331 per acre. The fourth was from Jason Anderson for \$351 per acre. Kasten, Brown and Anderson were in attendance and were given the option to raise their bids. Brown declined. Anderson stated he would raise his bid to \$406 per acre. Kasten said he would raise his bid to \$410 per acre. Sneed asked three more times if anyone would like to raise their bids. No other offers were submitted. County Board Administrator Chris Daniels stated the lease is for three years. **Motion by Hughes and second by Donaldson to recommend the Full Board accept the bid from Arlen Kasten to lease the County Farm for three years at an amount of \$410 per acre. All in favor, motion carried.** Anderson thanked the committee and board for allowing him to lease the farm for the previous 24 years. Brown said Anderson has done a good job with it. Anderson wished Kasten luck and said he knows he will do a good job with the farm.
9. **EMA Storage Building Update/Approval:** EMA Coordinator Gasparich reported they found a building they would like the board to consider purchasing for EMA. He stated the building was built approximately four years ago and was supposed to be a plumbing shop, but the owner ended up having some health issues. The building has a garage area on one side and an area for office space on the other. Gasparich stated they would be able to house the Hazmat trailer, MABAS trailer, EMA trailer and new generators, as well as other EMA items. He said the property currently has concrete floor with the capability of heat, but it has been sitting for three or four years and would need some work to

renovate. He said the property needs concrete in the front of the property as well as access to Route 16. The building is located in Irving. The property is listed at \$150,000. Sneed reported it still needs a lot of additional work, which may be an additional \$50,000 to \$60,000. Gasparich said if the County was looking for a type of building for EMA, this would be it. Gasparich said they would be able to do some of the stud work themselves, but would need to pay somebody to do the concrete and finish the ceilings. Schott said they would like the building finished down the road, but it would not have to be done right away. Undersheriff Holshouser reported they had drone issues this winter because they were stored in the cold. Schott stated they will approach the Finance and Budget committee about this item as well.

10. **Window Kits for Probation Office Doors Update/Approval:** Sneed reported he gave Probation Office Manager Bane Ulrici the go ahead to move forward with the window kits for their office doors. He said the cost of six glass windows for the doors from Gardner Glass would be an estimated \$2,415.
11. **Additional Office Space for Probation Update/Approval:** Sneed reported this item can be taken off the agenda as probation has been working directly with EMA on a potential solution.
12. **Old Highway Department Building Update/Approval:** Sneed reported he received bids from Highway Department Engineer Cody Greenwood to abate the asbestos at the old highway department building. Three different contractors submitted bids of \$17,200, \$23,160 and \$33,600 respectively.
13. **Bid Old Highway Department Property Update/Approval:** Donaldson reported he has heard from three parties interested in purchasing the old highway department property as is. Whitworth said she has heard from interested parties. Hughes asked if the property is sold, where would EMA go. Schott said Greenwood has expressed a desire to build a new storage shed on their new property. He said he will be bringing that before Finance and Budget Committee during the budget hearings. If the board approves, he would allow EMA to utilize some of the highway department space for storage. **Motion by Folkerts and second by Whitworth to recommend the Full Board advertise bids for the old highway department property as is, with the option for the top three bidders to increase their bids if they attend the next meeting in person.** Hughes said allowing the bidders to show up and increase their bids if they attend in person worked out for the county farm, so why not do the same for this property. **All in favor, motion carried.**
14. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
15. **Other Business:** Sneed reported he received a bid from National Maintenance and Cleaning to clean the carpets of the Historic Courthouse. He said it will be added to the April committee agenda. He also reported there is moisture on the east side of the Historic Courthouse that he is going to have Seward Masonry take a look at. Sneed also reported the union rep for the custodian told the sheriff the maintenance employees are not to clean the jail anymore because that is union labor, and once Jan returns from leave, she will be required to clean the jail.
16. **Public Comments:** None.

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

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

Meeting adjourned at 10:24 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 Coordinating Committee Meeting Minutes

Date: Thursday, February 23rd 2023

Time: 8:30 AM – County Board Room

Members Present: Doug Donaldson, Evan Young, Connie Beck, Mark Hughes, Gene Miles, Andy Ritchie and Bob Sneed

Members Absent: None.

Others Present: Ethan Murzynski, Kevin Schott, Cody Greenwood, Daniel Robbins, Dan Hough, Sandy Leitheiser, Rick Robbins and Bob Buda

The committee met today to discuss the following:

Coordinating Committee: Doug Donaldson, Board Chairman -

1. **Information Systems Report Update/Approval:** Nothing new to report.
2. **EMA Report Update/Approval:** EMA Director Schott reported the Hazard Mitigation plan is moving along and the next meeting will take place in May. He also reported he is part of the Community Risk Reduction Committee, and their goal is to address mental health and drug use and abuse concerns. He stated a meeting was held Friday, February 17 in Litchfield with many state senators and representatives in attendance. He said it is up to the CRRC to educate the elected officials on the mental health and substance abuse crises facing Montgomery County and many communities like it. County citizen Buda stated he would like to see the County Board declare a state of emergency over the crises, adding that board members should look at it like it's the equivalent of the highest magnitude disaster the county has ever encountered. Donaldson stated he would like to set up a meeting with leadership from other surrounding county boards first. Schott stated the Risk Committee meets the second Wednesday of every month at 10 a.m. at Beacon Church in Litchfield. He said they also need to have goals and objectives outlined before a state of emergency is declared. Buda stated the county needs to readjust how they plan to help, and he believes the board needs to dedicate some funds to a temporary facility for those with mental health or substance abuse issues. Sheriff Rick Robbins stated there are probably five to ten people currently in custody at the jail who are in need of mental crisis help, but he does not know how the County can combat this problem. Schott stated it is a complex issue.
3. **West Central Development Council/Job Center Board/CEO Board Update/Approval:** Nothing new to report.
4. **Elected and Board-appointed Officials Report Update/Approval:** County Clerk Leitheiser reported today is the first day of early voting, and her staff has been working with that. Circuit Clerk Robbins reported he received a technology grant and some of it will be devoted to updating the County's website, but he is not sure how to proceed with that. Young suggested getting ahold of the elected officials and department heads and getting their feedback.
5. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
6. **Other Business:** None.

Rules Committee Report: Connie Beck, Chairwoman:

1. **Approve Committee Assignments Update/Approval:** Beck reported a few changes were made to the committee assignments since the previous full board meeting. Those changes include moving the Emergency Management Agency (EMA) and West Central Development Council under the Coordinating Committee. Young suggested moving animal control under the Roads and Bridges Committee since their facility is close to the Highway Department and Miles has been working with animal control ever since the Infrastructure Committee was initially created. Beck stated the Rules Committee discussed at length where to put animal control and the committee approved to recommend moving it under the Development and Personnel Committee. Hughes stated he has no problem

overseeing it since he was in charge of it before the committees were restructured last year. Miles stated he told Gerl he would support her. Donaldson said the full board will have to approve the assignments on Tuesday. Beck said they will give the assignments as presented today to the full board for consideration.

2. **Appoint Animal Control Administrator Update/Approval:** Beck stated the board has been operating without an animal control administrator ever since the committees were restructured last year, and the board must appoint an animal control administrator by state law. Young stated he thought the board bylaws state whoever is the chair of animal control's oversight committee is the administrator. Beck said the board previously voted on the animal control administrator individually during full board meetings. The last time the board voted on the animal control administrator was when the HWE committee changed to the Safety and Elections Committee. When the Safety and Elections Committee changed last year and was combined into the Infrastructure Committee there was no motion to have the chairman of that committee be the animal control administrator.
3. **Adopt Rules of Order for County Board Update/Approval:** Nothing new to report.
4. **Other Business:** None.

Buildings and Grounds: Bob Sneed, Chairman:

1. **Maintenance and Cleaning Issues and Report Update/Approval:** Sneed reported maintenance superintendent Phil Ernst and maintenance tech Roger Cassidy have been working on a lot of issues. He stated they will be dealing with Wareham's Security coming up as well as Johnson Controls. Sheriff Robbins reported the custodian is off on leave, and he has spoken with the company hired to temporarily clean the Historic Courthouse.
2. **Sidewalks at Historic Courthouse Update/Approval:** Sneed reported the City of Hillsboro will be partnering with the County on this project.
3. **Interior Door Project for County Clerk's Office Update/Approval:** Sneed reported he has had three different contractors look at the County Clerk's Office project.
4. **Review and Recommend Approving Bids for County Farm Lease Update/Approval:** Sneed reported the committee will review bids at their next meeting.
5. **EMA Storage Shed Update/Approval:** Schott reported EMA is going to need a building for storage if they are to vacate the old highway department property. Sneed said this will be discussed further at the Buildings and Grounds Committee meeting.
6. **Window Kits for Probation Office Doors Update/Approval:** Nothing new to report.
7. **Additional Office Space for Probation Update/Approval:** Nothing new to report.
8. **Old Highway Department Building Update/Approval:** Sneed reported the Hillsboro School District is interested in the old highway department property as is for their buildings and trades class.
9. **Bid Old Highway Department Property Update/Approval:** Donaldson stated he has heard from multiple parties interested in purchasing the old highway department property.
10. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
11. **Other Business:** None.

Development & Personnel Committee: Mark Hughes, Chairman -

1. **MCEDC Update/Approval:** Hughes reported a meeting is scheduled for March 6, 2022.
2. **Heartland Greenway Carbon Sequestration Project and Development Agreement Update/Approval:** Hughes stated he has nothing new to report on the subject. Donaldson stated State's Attorney Andrew Affrunti has been working on this.
3. **Tourism Grants Update/Approval:** Hughes reported grant applications are out and available for parties interested in applying. He said the committee will review and make recommendations at their April meeting.

4. **DCEO Energy Transition Community Grant Update/Approval:** Hughes reported the Ad Hoc Grant Committee met yesterday and had a productive meeting with grant writer Dan Rogers. He said they have scheduled a second meeting for March 8 at 6 p.m.
5. **Recommend Approving FY 2023 Agreement with Hillsboro Area Ambulance Service Update/Approval:** Hughes reported the committee will review these agreements and make recommendations to the full board.
6. **Recommend Approving FY 2023 Agreement with Raymond-Harvel Area Ambulance Service Update/Approval:** Nothing additional to report.
7. **Recommend Approving FY 2023 Agreement with Farmersville-Waggoner Area Ambulance Service Update/Approval:** Nothing additional to report.
8. **Recommend Approving FY 2023 Agreement with Nokomis-Witt Area Ambulance Service Update/Approval:** Nothing additional to report.
9. **Animal Control Facility Update/Approval:** Nothing additional to report.
10. **Animal Control Municipal Contracts Update/Approval:** Nothing new to report.
11. **EPA Report Update/Approval:** Hughes reported there will be an electronics recycling drive on April 29th in Litchfield and on September 17th in Hillsboro. Both will take place from 9:00 am until noon.
12. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** *(not needed)*
13. **Other Business:** None.

Finance and Budget Committee: Andy Ritchie, Chairman -

1. **SOA Report Update/Approval:** Nothing new to report.
2. **Capital Improvement Fund Reports Update/Approval:** Ritchie stated he anticipates having a report by the next Finance and Budget Committee meeting.
3. **IMRF Update/Approval:** Ritchie stated this item can be taken off the agenda for now since the board received the year-end balances during the last meeting.
4. **FY 2022 Audit Update/Approval:** Nothing new to report.
5. **Intergovernmental Agreement for Centralized Emergency Dispatch Center Update/Approval:** Robbins reported they are standing by on this issue.
6. **Notification of Non-County ARPA Project Recipients Update/Approval:** Ritchie reported he drafted some notification letters and they will be sent out soon.
7. **Intergovernmental Agreement for ARPA Distribution Update/Approval:** Ritchie reported Affrunti is working on the agreements.
8. **Recommend Approving Intergovernmental Agreement with Nokomis-Witt Ambulance Service for ARPA Distribution Update/Approval:** Hughes reported he listened to a recording from the September 9, 2022 Finance and Budget Committee meeting, and former Board Chairman Young said during that meeting the Nokomis-Witt Area Ambulance Service could probably come up with the 40 percent match for the ARPA grant. Hughes said he also listened to a recording of the September 26, 2022 special full board meeting when former Finance and Budget Committee Chair Russell Beason stated all of the ambulance services applying for ARPA funds for ambulances could provide the 40 percent match. Hughes said he also heard Young say during the recording of that meeting ambulance services must provide a match; otherwise they couldn't receive ARPA money from the County. Young stated the financial situation for the Nokomis-Witt Area Ambulance Service was different then than it is now. Ritchie stated the reason the board approved their application was based on the belief they could provide a 40 percent match like the other non-county applications that were approved.
9. **Recommend Approving Intergovernmental Agreement with Raymond-Harvel Ambulance Service for ARPA Distribution Update/Approval:** Hough, who was speaking on behalf of the Raymond-Harvel Area Ambulance Service, reported they may have to cash in a CD to provide their match for the application. Ritchie stated the non-county applicants have until October 2024 to provide the money, and the check does not have to accompany the Intergovernmental Agreement that is returned.

10. **Recommend Approving Intergovernmental Agreement with Farmersville-Waggoner Ambulance Service for ARPA Distribution Update/Approval:** Nothing additional to report.
11. **Recommend Approving Intergovernmental Agreement with City of Nokomis for ARPA Distribution Update/Approval:** Nothing additional to report.
12. **Recommend Approving Intergovernmental Agreement with Fillmore Police Department for ARPA Distribution Update/Approval:** Nothing additional to report.
13. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Ambulance(s) for Nokomis-Witt Ambulance Service Update/Approval:** Nothing additional to report.
14. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Ambulance(s) for Raymond-Harvel Ambulance Service Update/Approval:** Nothing additional to report.
15. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Ambulance(s) for Farmersville-Waggoner Ambulance Service Update/Approval:** Nothing additional to report.
16. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase a Warning Siren for the City of Nokomis Update/Approval:** Nothing additional to report.
17. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase a Police Squad Car for the Fillmore Police Department Update/Approval:** Nothing additional to report.
18. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Pagers for Montgomery County First Responders Update/Approval:** Nothing additional to report.
19. **Ordinance Authorizing Use of ARPA Funds to Purchase Simulcast System for 911 ETSB Update/Approval:** Nothing additional to report.
20. **DCEO Energy Community Reinvestment Act Grant and Vistra Energy Update/Approval:** Ritchie reported there will be a Vistra informational meeting on March 21st. Coordinated Services assistant David Jenkins stated Vistra representative Brad Watson organized the meeting.
21. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** *(not needed)*
22. **Other Business:** None.

Roads and Bridges Committee: Gene Miles, Chairman

1. **Walshville Bypass Road Intergovernmental Agreement Update/Approval:** Miles stated he hopes the Walshville Village Board will have approved the agreement before the next committee meeting. Highway Engineer Greenwood stated he doesn't think they meet until after the Roads and Bridges Committee meeting, so it will most likely be April at the soonest.
2. **Old Highway Department Building Update/Approval:** Greenwood reported the individual who purchased the white truck shed on the old highway department property is in the process of tearing it down. He also stated he will have a formal report on the asbestos findings at the old highway department brick building.
3. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval:** *(not needed)*
4. **Other Business:** Coordinator Daniels reported Benjamin Orcutt has requested to be on the next Roads and Bridges Committee meeting regarding a wind farm. Greenwood reported an appeal has been filed over the Nokomis Township Road vacation. He private landowners filed the appeal, and a public hearing must be held within 20 days. Greenwood is required to make a decision on the issue, and then the landowners may file an appeal of his decision after that. It would then go to the circuit court.

Public Comments: None.

Appointments for this month's Full Board meeting: None.

Motion by Hughes and second by Miles to pay the Bills. All in favor, motion carried.

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

Meeting adjourned at 10:05 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 Agenda

Date: Thursday, March 9th, 2023

Time: 5:00 PM – County Board Room

Members Present: Mark Hughes, Bill Bergen, Jeremy Jones, Ethan Murzynski

Members Absent: Russell Beason and Doug Donaldson

Others Present: Andy Ritchie, Daniel Robbins, Sandy Leitheiser, Andrew Affrunti, Emily Gerl, Ben Orcutt and Sarah McConnell

The committee met today to discuss the following:

Development & Personnel Committee: Mark Hughes, chairman -

1. **MCEDC Update/Approval:** Hughes reported he attended an MCEDC meeting on Monday, March 6. He stated MCEDC Executive Director Valerie Belusko and Board President Jonathan Weyer are both leaving. The board will discuss the future of the organization during their annual meeting on April 27 at 5:30 p.m.
2. **Monthly Insurance and HRA Report Update/Approval:** Hughes stated the committee received the monthly HRA report. February's numbers are lower, most likely due to the change in insurance carriers for the fiscal year.
3. **Recommend Approving Appointing Supervisor of Assessments Update/Approval:** Hughes reported Kendra Niehaus passed her state Supervisor of Assessments exam and may now be appointed to the position. He said the committee needs to decide the start date. Assistant County Board Administrator David Jenkins stated temporary SOA office manager Cindy Laurent has been extended through March. State's Attorney Affrunti suggested having the motion be subject to contract provisions negotiated by the Finance and Budget Committee. **Motion by Jones and second by Murzynski to recommend the Full Board appoint Kendra Niehaus to the position of Supervisor of Assessments, effective April 1, 2023 and subject to the provisions the Finance and Budget Committee negotiates with the party. All in favor, motion carried.**
4. **Heartland Greenway Carbon Sequestration Project and Development Agreement Update/Approval:** Hughes reported there is nothing new to report. Chairman Donaldson will be forming an ad hoc committee to handle negotiating a development agreement, but nothing additional has been reported.
5. **UKA North America – Wind Project Update/Approval:** UKA Senior Project Developer Orcutt gave a presentation on a proposed wind farm project for Montgomery County. UKA is a German renewal company with 18 offices in Europe and five in the U.S., including two in Illinois. One of those two is located in Farmersville with the other being located in LaSalle Peru. He stated the first project proposed in Montgomery County is to be located in Bois D'arc, Pitman and Harvel townships. He said his primary concern was with the setbacks listed in the county's ordinance with regards to the Wind Energy Conversion System (WECS) Towers. He said he is interpreting the ordinance to reference the setbacks based on the WECS themselves and not the towers. Affrunti stated he could speak with Orcutt about any questions with regards to the ordinance, and should include Committee Chair Hughes in email correspondence. Orcutt said one of the next steps after his questions are answered will be to finalize an internal citing study. Jones asked Orcutt if birds being killed by windmills were really an issue. Orcutt responded it does happen, and it is not just because of the size of the blades. He said birds can get behind the wake of the blade and it disrupts their flying patterns. Orcutt also reported based on previous experience, there will likely not be any archaeology needed as this area was historically a marsh. He said the committee should expect the final application to be on a dolly. Jones said a lot of residents in his district don't want to deal with flicker from the windmills. Orcutt said they try to located windmills on the north of homes. Leitheiser asked if any leases have been recorded and what

name they would be under. Orcutt said everything in Montgomery County would be listed under Pawnee Power LLC.

6. **Statewide Siting of Wind & Solar Facilities – Public Act 102-1123 Update/Approval:** Hughes reported this item will be addressed further at the April Committee meeting as Jenkins and Christine Daniels will be working on making sure the county’s wind and solar ordinances line up with the recent changes made by the state. Jenkins said they will rely heavily on Affrunti.
7. **Solar Provider Group - Permit Application and Setback Waiver Update/Approval:** Hughes reported the county received an application and check for a potential solar project. He said this will be addressed more at the April meeting as well.
8. **Tourism Grants Update/Approval:** Hughes reported the tourism grant applications are available for pickup. One has been turned in so far while others have been picked up. The committee will review and score them at their April meeting.
9. **DCEO Energy Transition Community Grant Update/Approval:** Hughes reported the County received notice that our application for the DCEO energy grant is eligible for \$2,267,334, which would be divided among all the entities included in the application. Hughes said the county needs to discuss ideas to be included as part of our share of the grant as some of the other agencies already have ideas of what to request. He said Jenkins put together a spreadsheet outlining a potential way of dividing the money. Jenkins said the spreadsheet includes two tables. One would divide the entire \$2.267 million between the eight taxing bodies on the application based on the tax rate of each entity on the Vistra tax bill that was used to create the ad hoc committee. The second table gives each of the eight entities \$50,000, and then divides the remaining \$1.867 million between the bodies based on the tax rate. Hughes said he has been in contact with Atlas 46 about a potential economic development project. Ritchie stated he has been in contact with the city of Litchfield about a shovel-ready project. The city is in need of \$4.5 million to pay Ameren for gas and electricity to the new industrial park. They have received a different grant from DCEO for \$2 million, and are in need of \$2.5 million. Ritchie said he spoke with grant writer Dan Rogers about the project, and it would qualify. He said the County would not have to give the entire \$2 million to the City, but Litchfield desires a partnership with the County. Hughes said anyone with other project ideas should come to the next Energy Grant ad hoc committee meeting. It is tentatively scheduled for March 22 at 6 p.m.
10. **Recommend Approving FY 2023 Agreement with Hillsboro Area Ambulance Service Update/Approval:** Hughes stated these agreements need to be approved so the County can distribute tax money to each of the districts. **Motion by Murzynski and second by Jones to recommend the Full Board approve the FY 2023 Agreement with the Hillsboro Area Ambulance Service. All in favor, motion carried.**
11. **Recommend Approving FY 2023 Agreement with Raymond-Harvel Area Ambulance Service Update/Approval:** Motion by Jones and second by Bergen to recommend the Full Board approve the FY 2023 Agreement with the Raymond-Harvel Area Ambulance Service. All in favor, motion carried.
12. **Recommend Approving FY 2023 Agreement with Farmersville-Waggoner Area Ambulance Service Update/Approval:** Motion by Hughes and second by Bergen to recommend the Full Board approve the FY 2023 Agreement with the Farmersville-Waggoner Area Ambulance Service. All in favor, motion carried.
13. **Recommend Approving FY 2023 Agreement with Nokomis-Witt Area Ambulance Service Update/Approval:** Motion by Bergen and second by Hughes to recommend the Full Board approve the FY 2023 Agreement with the Nokomis-Witt Area Ambulance Service. All in favor, motion carried.
14. **Animal Control Facility Update/Approval:** Animal Control Warden Gerl reported they currently have 19 dogs and 4 cats at the facility. One of those is a feral cat.

15. **Animal Control Municipal Contracts Update/Approval:** Gerl reported she had a meeting with the Taylor Springs Village Board, and they would like the contract terms to be changed from three years to one per the recommendation of their village attorney.
16. **EPA Report Update/Approval:** EPA Investigator Jenkins reported he completed an investigation at a site in Donnellson, and the property has become compliant since the previous meeting. Jones asked if there was any update to the bike trail. Jenkins said that issue is dependent upon where the county's property ends. Jones said he and Affrunti looked over the paperwork and the property line is not where it was initially believed to be. Jenkins said if that is the case, the property is most likely in compliance with the EPA Act now. He said he will schedule a follow-up inspection so the case can be closed.
17. **Committee Meeting Dates Update/Approval:** Hughes reported the County Board Administration office has requested moving the Development and Personnel Committee meetings to a different night of the week so it isn't so close to the Finance and Budget Committee meeting. Jenkins said they have a hard time finishing the minutes and getting things ready for the Full Board meeting when this committee meets on Thursday night followed by lengthy Finance meetings on Friday mornings. Gerl asked if the meetings could be moved to the morning. Hughes said that doesn't work because Affrunti and board members who work during the day wouldn't be able to attend. **Motion by Jones and second by Murzynski to move the Development and Personnel Committee meetings to two Mondays before the Full Board meeting, with the exception of Monday holidays. In these instances, the committee will meet on Thursdays. All in favor, motion carried.**
18. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** **Motion by Hughes and second by Jones to enter into executive session for the purpose of discussing Personnel and Litigation. All in favor, motion carried. The committee entered into executive session at 6:35 p.m. Motion by Hughes and second by Bergen to come out of executive session. All in favor, motion carried. Committee returned to open session at 6:55 p.m. No action was taken.**
19. **Other Business:** None.
20. **Public Comment:** None.

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

Meeting adjourned at 7:00 p.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder, Sandy Leitheiser.

Montgomery County Board

Finance & Budget Committee Meeting Minutes

Date: Friday, March 10th, 2023

Time: 8:30 AM – County Board Room

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

Members Absent: Connie Beck

Others Present: Bill Bergen, Joe Gasparich, Kevin Schott, Sandy Leitheiser, Curt Watkins, Kendra Niehaus, Cindy Laurent, Darrin Beckman, Nikki Lohman, Daniel Robbins, Tyson Holshouser, Steve Dougherty and James Holliday

The committee met today to discuss the following:

- 1. SOA Report Update/Approval:** Temporary Supervisor of Assessments office manager Laurent presented her report to the board. During the presentation, she stated their office is down an employee after the passing of Miles Harris. She said she anticipates carrying his workload for the time being, but they would like the board's blessing to advertise for a new field rep. She also reported Kendra Niehaus passed her Illinois Department of Revenue Certification exam and may now be appointed to the position of Supervisor of Assessments, which the Development and Personnel Committee voted to recommend the previous day. Laurent said she is going to continue to train Niehaus as they are entering a busy season, but the office is running on schedule. Niehaus said they will have to fill her position as well once she assumes the role of SOA. Ritchie clarified the positions being advertised are not new positions, so the committee and board does not need to take action. Laurent said both would be hired at the County minimum, but they will focus on filling the field rep position first. She said she does have a job description for the position.
- 2. Recommend Approving Purchase of TrueRoll Proactive Homestead Monitoring Software Update/Approval:** Laurent said a representative from TrueRoll will attend the full board meeting Tuesday remotely. She said she had a conversation with Treasurer Lohman, County Clerk Leitheiser, County Board Administrator Chris Daniels and assistant David Jenkins about how to pay for the software, and they determined it will come out of the GIS budget. Laurent said she does not know if the board realizes how much revenue is lost thru exemptions, and using this software will be a way to clean that up. She said it will also help her office find out which citizens are turning 65 and may not know. Loucks said the software may essentially pay for itself. Laurent agreed. **Motion by Loucks and second by Whitworth to recommend the Full Board approve purchasing the TrueRoll Proactive Homestead Monitoring Software in the amount of \$11,240. All in favor, motion carried.**
- 3. Recommend Approving Salary for Supervisor of Assessments Update/Approval:** Ritchie stated the committee may want to go into executive session to discuss the salary of potential incoming SOA Niehaus. **Motion by Folkerts and second by Whitworth to enter into executive session for the purpose of discussing salary of the Supervisor of Assessments. All in favor, motion carried. Committee entered into executive session at 10:12 a.m. Motion by Whitworth and second by Loucks to come out of executive session. All in favor, motion carried. Committee returned to open session at 10:25 a.m. Motion by Folkerts and second by Loucks to recommend the Full Board approve a salary of \$57,500 for a six-month probationary period for Kendra Niehaus as Supervisor of Assessments. All in favor, motion carried.**
- 4. Capital Improvement Fund Reports Update/Approval:** Lohman reported the county received a \$310,000 check in January and another \$300,000 in February, the latter of which will be reflected in next month's report. She stated some of the PFM investments came due, and she has continued to invest coal royalty money.
- 5. FY 2022 Audit Update/Approval:** Lohman reported the auditors are finishing up, and they should be finished on time.

6. **Intergovernmental Agreement for Centralized Emergency Dispatch Center Update/Approval:** Lohman reported Undersheriff Holshouser informed her before he left the meeting the agreement has been signed. **Motion by Whitworth and second by Murzynski to recommend the Full Board approve the Intergovernmental Agreement for the Centralized Emergency Dispatch Center with the City of Nokomis. All in favor, motion carried.**
7. **Recommend Approving Resolution Implementing Recording Fee Increase Due to State of Illinois Rental Housing Surcharge Program (RHSP) Fund Increase Update/Approval:** County Clerk Leitheiser reported this item is related to the Rental Housing Surcharge Program she informed the committee and board about last month. She said the state will receive this money. **Motion by Folkerts and second by Whitworth to recommend the Full Board approve the Resolution Implementing Recording Fees Increase due to the State of Illinois Rental Housing Surcharge Program Fund increase. All in favor, motion carried.**
8. **Recommend Approving Purchase of EMA Building Update/Approval:** EMA Assistant Coordinator Gasparich reported they have been searching around the county for different buildings, and they found a potential one in Irving. He stated it was built as a plumbing shop and is semi complete. He said they need a building where they will be able to store the MABAS trailer, Hazmat trailer, Red Cross Trailer, IMT trailer, two generators and other equipment. EMA Director Schott reported some of the items are sensitive to cold temperatures. Gasparich said he spoke with the realtor twice, and it is listed at \$150,000. He said there is always wiggle room when negotiating a price, and the building needs a ceiling, power to the electrical pole and concrete in front of the building. He said they will also need to petition to IDOT to get access to Route 16 if they move forward with purchasing the property. Gasparich said there is also piping to provide heat in the floors, and the water inside is not connected. Loucks stated he likes the location of the property as it is right on the highway. Whitworth said she knows there is interest in the old highway department building where EMA is currently storing trailers and equipment. Schott said if the board votes to bid and eventually sell the old highway department property, they will have to be out of the building as soon as the new owner takes possession. He said two ways of funding the purchase would be ARPA money that has not been spent, or the Energy grant the county may receive. Lohman stated she cannot just find \$150,000 in the budget, and there is not a lot left of the ARPA money that has not been spent or allocated. Gasparich said another option would be lease to purchase. Lohman asked if that building floods because she has noticed possible flooding when driving by before. Schott said he is not aware of any flooding and that has not been disclosed at this time. Ritchie asked how long EMA can wait for a decision. Schott said it depends on how long they are able to remain in the current building. **Motion by Ritchie and second by Whitworth to table this agenda item for one month. All in favor, motion carried.**
9. **Recommend Approving Contract with Nokomis-Witt Ambulance Service for ARPA Distribution Update/Approval:** Jenkins reported State's Attorney Andrew Affrunti informed him the contracts and Intergovernmental Agreements for ARPA funds for non-county projects need to be sent out right away, so no action will be taken on them just yet. He said he will send those out after the conclusion of the meeting. He stated the board will not be able to act on the ordinances until receiving the contracts.
10. **Recommend Approving Contract with Raymond-Harvel Ambulance Service for ARPA Distribution Update/Approval:** Nothing additional to report.
11. **Recommend Approving Contract with Farmersville-Waggoner Ambulance Service for ARPA Distribution Update/Approval:** Nothing additional to report.
12. **Recommend Approving Intergovernmental Agreement with City of Nokomis for ARPA Distribution Update/Approval:** Nothing additional to report.
13. **Recommend Approving Intergovernmental Agreement with Village of Fillmore for ARPA Distribution Update/Approval:** Nothing additional to report.
14. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Ambulance(s) for Nokomis-Witt Ambulance Service Update/Approval:** Nothing additional to report.

15. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Ambulance(s) for Raymond-Harvel Ambulance Service Update/Approval:** Nothing additional to report.
16. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Ambulance(s) for Farmersville-Waggoner Ambulance Service Update/Approval:** Nothing additional to report.
17. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase a Warning Siren for the City of Nokomis Update/Approval:** Nothing additional to report.
18. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase a Police Squad Car for the Fillmore Police Department Update/Approval:** Nothing additional to report.
19. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Pagers for Montgomery County First Responders Update/Approval:** Nothing additional to report.
20. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Simulcast System for 911 ETSB Update/Approval:** Ritchie said the board has already passed an ordinance agreeing to utilize ARPA funds to purchase a new simulcast system for ETSB, but some members of the 911 board are in attendance to speak on the matter. Bergen said the ordinance that was passed does not state simulcast system, but rather says “communications.” 911 board member Holliday said they have been hashing this issue out for months and they ultimately voted not to go with the simulcast. He said they are going to look at a different system. With the change in approach, Holliday said they are looking at a cost of less than \$100,000. Holliday said he did some research on the system, and the biggest problem three departments had with the project is the vendor. He said Global Technical Systems Inc. is trash and not good to work with. He stated the current vendor they work with is C&K Communications and their bid to upgrade the multicast system is \$49,000. He said C&K also submitted another bid of \$88,000, which would include upgrading a couple towers as well. Holliday stated the multicast system works off of three frequencies and the simulcast system works off of one. He also said the simulcast is a VHF analog system. Information Services manager Watkins stated he, like Holliday, is not a radio guy and he thinks Holliday did a nice job of explaining the two systems. He stated, however, the simulcast system works on networking and doesn’t have to utilize microwaves. He said the project C&K has submitted is not the same project that was submitted by GTSI. Watkins stated the simulcast project was going to open up redundancy in towers, as well as make it more efficient for Christian County being Montgomery County’s backup. He stated the County board needs to keep in mind that these two projects are not apples to apples. 911 board chairman Beckman said he and 911 coordinator Ed Boyd brought the simulcast project before the board after speaking with first responders in the county. He said the 911 board finally brought it to a vote last month and he believes the reason it was voted down was because it was a vendor issue. Donaldson said his fear is the dollar amount presented by C&K communications has already increased once, from \$49,000 to \$88,000. He’s afraid the bid will continue to increase. Beckman said he had never heard the \$88,000 price figure before this morning’s meeting. Lohman said it is possible to amend the ordinance that was already passed, as the board has had to do that before. Holliday said if they change to a simulcast system, every tower, except for the ones in Hillsboro and Litchfield, will have to be replaced. Ritchie said the item on the agenda specifically spells out simulcast so no action can be taken today, but they can amend the item on the full board agenda to vote for it.
21. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase vehicles for Sheriff’s Office Update/Approval:** Lohman reported this item is in relation to the vehicles the sheriff is driving as we speak. She said the vendor agreed to release the vehicles before the purchase was completed and the board needs to pass the ordinance approving the use of ARPA money. **Motion by Loucks and second by Whitworth to recommend the Full Board approve the Ordinance Authorizing the Use of ARPA Funds to purchase vehicles for the Sheriff’s Office. All in favor, motion carried.** Lohman stated the board will also vote on an ordinance at their meeting purchasing equipment for the vehicles.

22. DCEO Energy Community Reinvestment Act Grant and Vistra Energy Update/Approval:

Ritchie reported Litchfield mayor Dougherty attended today's meeting to discuss a possible project to be funded by the energy grant the county is eligible for due to the closing of the Vistra Power Plant. Ritchie stated the county application was awarded \$2.2 million. He said Litchfield has a commercial industrial project they have funded completely so far, which includes punching water and sewer lines underneath Interstate 55. He said everything with the project is shovel-ready except for gas and electricity. He said they need \$4.5 million for the gas and electricity, and they have received a separate grant from the Illinois DCEO in the amount of \$2 million. He said that still leaves the project short \$2.5 million. Dougherty stated he has attempted to partner with the County on projects before. Once, specifically, when the City was trying to keep a company in town. He said the County displayed no interest at the time in participating. Dougherty stated they didn't end up losing the company, who is now in their third building. He said they were able to do all of that with a long-term economic development fund. He said this project the City is working on will benefit Montgomery County. Folkerts asked if there are companies currently committed to the industrial project. Dougherty said there are and they have not released all the information yet. He said they purchased 120 acres at \$25,000 per acre when they made the purchase years ago. He said they are looking at all sources of funding. Lohman said the project should be brought to the Energy Grant Ad Hoc Committee because they will be working with Dan Rogers on writing the grant. Whitworth, who chairs that committee, stated their next meeting will be March 22 at 6:00 p.m. in the county board room.

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

24. Other Business: Lohman stated in addition to the Ordinance for the sheriff's vehicles equipment purchase, she also will have ordinances for the board to approve using ARPA money to purchase communications/radios for EMA and Fiber to Cress Hill for the ETSB.

25. Public Comment: None.

Motion to pay the bills and payroll by Ritchie 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 11:18 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

Date: Wednesday, March 8th, 2023

Time: 8:30 AM – Conference Room, County Highway Dept.

Members Present: Gene Miles, Evan Young, Connie Beck, David Loucks and Doug Donaldson

Members Absent: Bill Bergen

Others Present: Cody Greenwood, Emily Gerl and Ben Orcutt

The committee met today to discuss the following:

Roads & Bridges Committee: Gene Miles, Chairman

1. **Walshville Bypass Road Intergovernmental Agreement Update/Approval:** Highway Department Engineer Greenwood reported the Walshville Village Board plans on voting on the IGA during their meeting this month.
2. **Wind Farm – UKA North America – Ben Orcutt Update/Approval:** UKA North America representative Orcutt presented the committee with information on a proposed wind farm in the panhandle area of the county. Orcutt said UKA is a German renewal company with 18 offices in Europe and five in the U.S., including two in Illinois. One of those two is located in Farmersville with the other being located in LaSalle County. Orcutt stated the first project will be located in Bois D’Arc, Pitman and Harvel. There will be a total of 16 windmills in project one. The primary access roads for the park will be Mine Avenue and Black Diamond, with other secondary access roads located throughout the area. Orcutt stated he will be attending the Development and Personnel Committee meeting tomorrow as well and will give a little more detailed presentation. He said this tour of the committees is just informational, and the earliest the board should expect to see an application will be late summer.
3. **2023 Township MFT Oil Letting Update/Approval:** Greenwood reported this and the other two lettings on the agenda will all take place April 4, 2023 at 9 a.m. He stated he will have bid tabs and results at the next committee meeting.
4. **2023 County MFT Oil Letting Update/Approval:** Nothing additional to report.
5. **2023 Pipe Culvert Letting Update/Approval:** Nothing additional to report.
6. **Old Highway Department Building Update/Approval:** Greenwood reported he received the full report regarding testing the old highway department building for asbestos. He also received bids to abate the property if the board chooses to go that route, with the lowest price being \$17,200. Assistant County Board Administrator David Jenkins stated the Buildings and Grounds Committee voted to recommend the board advertise bids to sell the old highway department property as is. Donaldson stated there are multiple parties who have expressed interest in purchasing the property in its current state. Miles asked if the white truck shed has been removed from the property yet. Greenwood said about 80 percent of the steel has been removed and progress is being made.
7. **Section 15-00138-00-BR – Whitetown Bridge Update/Approval:** Greenwood reported this project is on the State Letting for March 10. The estimated construction cost is \$2.53 million. Once construction begins, Greenwood said the project must be completed within 95 working days.
8. **Section 09-00133-00-BR – Walshville Trail Bridge Update/Approval:** Greenwood reported this project was going to be slated for summer 2024 and they have been allotted \$1.442 million to work on the project, but the cost of materials has increased drastically since that money was awarded. He stated it may be in the County’s best interest to reapply for major bridge funds. He said he can reapply this fall to cover new construction costs, which would then push the project out to 2027 or 2028.
9. **Nokomis Township Road Vacation – Portion of N. 22nd Ave Update/Approval:** Greenwood reported Nokomis Township held preliminary and final hearing meetings on vacating an approximate 4000 feet stretch of North 22nd Avenue just south of the rock quarry. He stated an appeal has been filed, and he has to hold a hearing, which is set for Monday, March 13 at 6:30 p.m. at the Nokomis

Township Shed where he will make his decision. He said the appeals came from Kurt Johnson, Marvin Johnson, and Kurt and Debra Bangert. If he chooses to approve vacating the road, his decision can be appealed and it would then head to the circuit court.

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

11. Other Business: Gerl said she thought she was supposed to come to this committee meeting however was informed that the Rules of Order committee is recommending animal control is to report to the Personnel Committee. Animal Control Warden Gerl reported she found information on Alan Probst being the County Vet. She stated an agreement was never signed when he was made the County vet in 2009, and the agreement was only for one year. She also stated she does not believe she should be tied to one specific vet, especially when that vet does not have life-saving technology. She said Probst cannot do x-rays, and that's one of the most important factors when taking an injured animal to the vet. Loucks said he took an animal to Probst and needed an x-ray, and ended up having to take it to Litchfield. Jenkins reported State's Attorney Andrew Affrunti said during the previous board meeting the County must have a designated vet because Gerl is not a licensed vet. He said if she was a licensed vet, then the county board would not have to appoint a county vet. Young said he thought the statute stated the board could appoint county vet or appoint a county administrator. Jenkins said he believes that is incorrect. Donaldson reported the statute says the board must appoint an animal control administrator who may be a licensed vet. If the administrator is not a licensed vet, they can defer all medical decisions to the deputy administrator who must be a licensed vet. Gerl also reported Probst has been charging the County tax. She said one of Probst's employees informed her they did not have a county tax exempt form, so she provided one. Donaldson reported Hillsboro City Council Commissioner Fred Butler reached out to him and would like to meet with Gerl, Donaldson and Hillsboro Mayor Don Downs about the animal control municipal contracts. Young asked where the County was at on Nokomis Road between Nokomis and Fillmore. Greenwood said they need to work on a plan. Miles said he thought that would be worked on this year. Greenwood stated they never really decided, and it is probably a good time to move the project up. He said the road needs to be a hot mix asphalt job and he will put it back on his radar.

12. Public Comments: None.

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

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

Meeting adjourned at 10:05 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

Buildings & Grounds Committee Meeting Minutes

Date: Tuesday, April 4th, 2023

Time: 8:30 AM – County Board Room

Members Present: Bob Sneed, Patty Whitworth, Russell Beason, Ken Folkerts, Mark Hughes and Doug Donaldson

Members Absent: None.

Others Present: Phil Ernst, Daniel Robbins, Kevin Schott, Cody Greenwood, Rick Robbins, Sarah McConnell, Don Downs, Len Reynolds and Liz Holcomb

The committee met today to discuss the following:

Buildings & Grounds Committee:

- 1. Maintenance and Cleaning Issues and Report Update/Approval:** Maintenance Superintendent Ernst presented his monthly report to the committee. He stated the furnace at the ROE building has been replaced. Regarding cleaning, Circuit Clerk Daniel Robbins requested the cleaning company of the new courthouse be reminded to empty the trash in the judge's chambers and jury rooms.
- 2. Recommend Approving Bid from Johnson Controls/Clow Controls Update/Approval:** Sneed reported Johnson Controls submitted a contract proposal, which included premium prices of \$6,645 for 2024, \$7,177 for 2025 and \$7,751 for 2026. He said the pricing issue with Johnson Controls has been a thorn in the county's side for years. Sneed stated Ernst can do the same work Johnson Controls does as far as maintaining the HVAC system of the new courthouse. Sneed reported Clow Control submitted a price, which would not include a contract. The pricing includes \$100 per hour for service work and \$130 per hour for control work and balance work. Ernst said most of Clow's work would be control work. He said he reported a price from Johnson Controls last month of \$244 per hour, which did not include a contract. Ernst stated that price has now increased to \$265 per hour with no contract. Ernst stated regardless of who the county chooses to go with, the engine in the system will need to be replaced eventually. He said that will cost approximately \$10,000. **Motion by Hughes and second by Folkerts to use Clow Controls for control maintenance work of the HVAC system of the new courthouse. All in favor, motion carried.**
- 3. Jail Generator Maintenance Update/Approval:** Sneed reported the county purchased a generator for the jail, and they initially believed there would not be an issue switching the old for the new out. He said Russ Jones from Hillsboro Electric looked at it, and submitted an estimate of \$30,850.14. Sneed stated this is a worst case scenario price, but he doesn't see any other way around paying it. He said the generator could be moved to the new courthouse, but the jail needs it more. Sheriff Robbins stated he has tried to stay out of the issue, but Ernst asked for his opinion and he believes the jail probably needs to generator first. Hughes stated since the bid submitted is above \$30,000, it needs to be bid out. Ernst said he did not have a problem with bidding it out, but Jones should submit a bill to the county for all the work he's put in so far. Sneed stated he will talk to Jones about the bid. Robbins suggested tabling the matter. **Motion by Hughes and second by Whitworth to table this item for one month. All in favor, motion carried.**
- 4. Sidewalks at Historic Courthouse Update/Approval:** Sneed stated there is nothing new to report and they are waiting to hear back from Jeremy Conner with Hurst-Rosche. Hillsboro Mayor Downs stated they haven't received a copy of the pricing. Sneed said he thought Conner gave them one, but he will give it to them.
- 5. Interior Door Project for County Clerk's Office Update/Approval:** Sneed stated there is nothing new to report.
- 6. EMA Storage Shed Update/Approval:** Sneed reported this item is being handled by the Finance and Budget Committee now and can come off this committee's agenda.

7. **Quote from National Maintenance and Cleaning to Clean Carpets in Historic Courthouse**
Update/Approval: Sneed reported he received two bids from National Maintenance and Cleaning to clean the carpets of the historic courthouse. One quote is for cleaning all the carpets, and the other is for high traffic areas only. The price for the entire thing is \$2,086.50, with high traffic areas coming in at \$850. **Motion by Whitworth and second by Beason to approve the bid from National Maintenance and Cleaning to clean the high traffic areas of the Historic Courthouse for \$850. All in favor, motion carried.**
8. **Review and Recommend Approving Bids for Old Highway Department Property**
Update/Approval: Sneed reported there are a lot of things up in the air when it comes to selling the old highway department property. The board initially voted to advertise for bids for the property as is, but they have received requests from multiple parties about putting some kind of deed restriction. Sneed said the city of Hillsboro would like the building demolished and would like the county to put a restriction in the advertisements saying anyone who purchases the property must demolish it. Donaldson said State's Attorney Andrew Affrunti said the county may end up spending more money than it is worth litigating a deed restriction, as opposed to just selling the property without it. Sneed said he has heard of a party interested in purchasing the old highway department building and living there. Donaldson said the board may have been a little rash in moving as quickly as they did. Hughes stated it is not his concern if the building stays or goes, and whoever purchases the property has the right to do whatever they want with it. Whitworth stated it is the county's job to be good neighbors to all the municipalities, which would include doing what is requested by the host municipality. Hillsboro resident Len Reynolds stated if he submitted a bid, it would be significantly less if he had to tear the building down himself as opposed to submitting a bid with the structure already demolished. Hillsboro resident Liz Holcomb asked if there has been any thought to breaking the property up and selling the lots individually. Sneed said that is something they will have to consider. Highway engineer Greenwood stated he believes part of being a good neighbor would be for the county to pay to have the building demolished before selling it. He said the highway department would give the labor and equipment to demolish the building. **Motion by Folkerts and second by Whitworth to reject all bids.** Hughes asked if the bids could be opened before rejecting them. Sneed said only one was submitted, but if it was opened, it would become public information. The bid remained sealed. **All in favor, motion carried.**
9. **Soil Testing at County Farm** **Update/Approval:** Sneed reported the last time the soil was tested at the county farm was 2020. He said two names were submitted: Dave Rahe and Ted Huber. Whitworth said Rahe has since passed away. Sneed said he would like for a farmer to take this off his hands because he doesn't know enough about soil testing. Hughes asked Sneed if he would like him to reach out to Arlen Kasten, who was awarded the lease, to ask about soil testing vendors. Sneed said yes. Hughes stated he will report back with results at next month's meeting.
10. **Recommend Bidding Out Elevator Preventative Maintenance Service Agreement**
Update/Approval: Sneed reported this item will remain on the agenda until the fall since the board has a small window to bid out the maintenance agreement.
11. **Executive Session for Personnel/Litigation/Property Acquisition/County Property**
Update/Approval: (not needed)
12. **Other Business:** Sneed said he received a price from Elite Grounds for fertilizing the lawn around the court complex. He said the price is for the entire year and he wanted to make the committee members aware of it. EPA Administrator Daniels reported there will be an electronics recycling drive held April 29th in Litchfield, and another held September 16th at the highway department in Hillsboro.
13. **Public Comments:** None.

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

Motion to Adjourn by Folkerts and second by Whitworth. 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 Coordinating Committee Meeting Minutes

Date: Thursday, March 30th, 2023

Time: 8:30 AM – County Board Room

Members Present: Doug Donaldson, Evan Young, Mark Hughes, Gene Miles, Andy Ritchie and Bob Sneed

Members Absent: None.

Others Present: Kevin Schott, Daniel Robbins, Cody Greenwood, Rick Robbins, Andrew Affrunti, Curt Watkins, Sandy Leitheiser, Sarah McConnell, Kirby Furness, Jerry Spinner and Len Reynolds

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 they have been working with the Circuit Clerk's office's court grant for technology upgrades. He stated new employee Zeke Philpot has experience running wire, which has proven beneficial for the county. He also reported board members and county employees who receive emails with an html attachment should know those are most likely bad. He reported their office has a shared storage project that will be funded by a court grant. Watkins also presented a fiber redundancy project that was previously approved by the board. The project would create a 'ring' of fiber from the new courthouse that links the sheriff's office, old courthouse and annex building, and loops around area streets. He stated if one fiber line is cut accidentally with this project in place, the county would still have fiber internet access with the other lines. Sneed suggested new conduit and ground boxes to replace what is existing since those have all been around for some time.
2. **EMA Report Update/Approval:** EMA Director Schott reported the Hazard Mitigation plan is continuing and going well. He also reported he has a conference call scheduled to discuss the potential incoming severe weather tomorrow.
3. **West Central Development Council/Job Center Board/CEO Board Update/Approval:** Nothing new to report.
4. **Montgomery County Mental Health Committee Update/Approval:** Donaldson reported they hosted a very good meeting Tuesday evening. Young stated the committee identified some of the problems, and they now need to find solutions.
5. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
6. **Other Business:** None.

Rules Committee Report: given by Doug Donaldson, Chairman:

1. **Adopt Rules of Order for County Board Update/Approval:** Donaldson reported the Rules Committee met Monday evening and voted to recommend adopting the Rules of Order as presented.
2. **Appoint Animal Control Administrator Update/Approval:** Donaldson reported the Committee is recommending making the chair of the Development and Personnel Committee the animal control administrator.
3. **Other Business:** None.

Buildings and Grounds: Bob Sneed, Chairman:

1. **Maintenance and Cleaning Issues and Report Update/Approval:** Sneed reported National Maintenance and Cleaning continues to clean some of the county buildings while the custodian remains out on leave.
2. **Sidewalks at Historic Courthouse Update/Approval:** Sneed reported Ameren wants a mast on one of the poles moved. He stated he passed that information along to Jeremy Conner with Hurst-Rosche engineers.

3. **Interior Door Project for County Clerk's Office Update/Approval:** County Clerk Leitheiser stated she has been promised information by the next Buildings and Grounds Committee meeting.
4. **EMA Storage Shed Update/Approval:** Schott reported EMA has approximately \$1 million in equipment that needs storage. He stated they are also in need of a training room for volunteers. This need will become more imminent if the Board chooses to sell the old highway department property.
5. **Quote from National Maintenance and Cleaning to Clean Carpets in Historic Courthouse Update/Approval:** Sneed reported he received two quotes from National Maintenance and Cleaning to clean the carpets of the Historic Courthouse. One quote is for high traffic areas only, and the other is for all carpets.
6. **Review and Recommend Approving Bids for Old Highway Department Property Update/Approval:** Sneed reported the advertisement for bids on the old highway department property was published, but the City of Hillsboro wants the old brick building demolished and the Board voted to advertise the property as is. Hughes asked if the bid specs were changed. Sneed stated the bid packets were changed to read the building must be demolished within one year of purchase. Hughes asked if that was legal since it did not go through the Board. State's Attorney Affrunti stated the board would need to start over advertising for bids if any of the terms were changed after the fact. Highway engineer Greenwood suggested demolishing the structure before advertising for bids. Sneed stated there were people who expressed interest in the property initially who were going to allow EMA to utilize the building for storage, but that has since changed. Sneed stated they were probably wrong in the way the situation was handled and it needs to be addressed again. Hillsboro resident Len Reynolds stated he would like some of the property, and Jim Vazzi and Brian Sullivan have each expressed interest in portions of the property as well but they don't want the entire thing. Donaldson said it sounds like the committee needs to go back and address how they want to advertise the property for bids.
7. **Recommend Bidding Out Elevator Preventative Maintenance Service Agreement Update/Approval:** Sneed reported this item is on the agenda as a reminder to look at bidding out the service agreement later in the year.
8. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
9. **Other Business:** Sneed reported there will also be other items added to this agenda before the next committee meeting. They include addressing the generator at the jail, soil testing at the county farm and voting on a bid for Johnson Controls or Clow Controls.

At this point in the meeting, Evan Young had to leave the meeting.

Development & Personnel Committee: Mark Hughes, Chairman -

1. **MCEDC Update/Approval:** Hughes reported there will be a meeting held April 24.
2. **Employee Health Insurance and Monthly HRA Report Update/Approval:** Hughes stated he will give a report at the next committee meeting.
3. **Carbon Sequestration Ad Hoc Committee Update/Approval:** Hughes asked Donaldson who will be chairing the ad hoc committee. Donaldson stated it may not matter right now as he has asked Affrunti to draft a two-year moratorium on CO2 pipelines in the county. He said if the board votes to reject the moratorium, the ad hoc committee can proceed; but if the board votes to approve the moratorium, there is no need for the ad hoc committee at this time. He stated the vote at the full board meeting will be a roll call vote. Affrunti stated he has also reached out to other counties about a petition to intervene with the Illinois Commerce Commission. Schott stated he would encourage the board to move forward with the moratorium. County resident Furness stated he does not have a dog in the fight, but this project is a \$45 billion revenue source over the next 10 years and everything they are doing is setting a precedent. Schott said there are positives to this issue right now as it has given officials heightened awareness over other types of pipeline that run through the county.

4. **Tourism Grants Update/Approval:** Hughes reported the committee will review and vote to recommend awarding grants at their next meeting.
5. **DCEO Energy Transition Community Grant Update/Approval:** Hughes stated the Energy Grant ad hoc committee questioned if the grant application and projects submitted needed to go to the full board for a vote. Affrunti said it does. Donaldson said the ad hoc committee will make a recommendation to the Development and Personnel Committee, who will then make a recommendation to the Full Board. Hughes also reported the money awarded by the grant will be in the form of reimbursements and it cannot be spent before it is allocated.
6. **Animal Control Facility Update/Approval:** Nothing new to report.
7. **Animal Control Municipal Contracts Update/Approval:** Nothing new to report.
8. **EPA Report Update/Approval:** Hughes reported EPA Administrator Daniels will give a report at the committee meeting.
9. **Statewide Siting of Wind & Solar Facilities – Public Act 102-1123 Update/Approval:** Nothing new to report.
10. **Solar Provider Group - Permit Application and Setback Waiver Update/Approval:** Hughes reported he has heard from someone interested in a setback waiver, but there has been no further progress on this.
11. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
12. **Other Business:** None.

At this point in the meeting, Chairman Donaldson had to leave and he made a recommendation to appoint Gene Miles as temporary chair of the Coordinating Committee. Motion by Donaldson and second by Hughes to appoint Gene Miles as temporary chair of the Coordinating Committee for the remainder of the meeting. All in favor, motion carried.

Finance and Budget Committee: Andy Ritchie, Chairman -

1. **SOA Report Update/Approval:** Ritchie stated there will be an SOA report during their committee meeting.
2. **Capital Improvement Fund Reports Update/Approval:** Ritchie stated there will be a Capital Improvement report at their committee meeting.
3. **Recommend Approving FY 2022 Audit Update/Approval:** Ritchie reported the committee will address the audit during their meeting.
4. **Recommend Approving Contract with Scheffel-Boyle for Auditing Services Update/Approval:** Ritchie reported the county's contract with Scheffel-Boyle for auditing services is expiring and needs to be renewed.
5. **Intergovernmental Agreement with City of Nokomis for Police Radio and Telephone Services Update/Approval:** Ritchie reported the committee will address this item during their meeting.
6. **Approve Signing Amended Intergovernmental Agreement with ETSB for Centralized Emergency Dispatch Center Update/Approval:** Ritchie reported the committee will vote on recommending approving this amended agreement. He said this is separate from the ETSB ARPA request.
7. **Intergovernmental Agreement for Multi-township Assessment of Butler Grove-Irving-Rountree Townships Update/Approval:** Nothing new to report.
8. **Recommend Approving Payment of Supreme Court Data Integration Expense and for Full Reimbursement Update/Approval:** Circuit Clerk Robbins stated the Supreme Court wants all court data to be live-streamed. This will affect both the Circuit Clerk and Probation offices. Robbins reported it will be funded by the Supreme Court, but the County has to wait for certification from the e-file system.
9. **Recommend Approving Purchase of EMA Building Update/Approval:** Ritchie stated he visited all three potential sites for the EMA storage building. At the proposed property in Irving, Ritchie said

there are utilities up to the building but not inside. The asking price of the property is \$150,000 and it will require an additional \$100,000 to bring the building up to the specifications EMA needs. Schott stated he tried to contact a contractor regarding the old highway department building. That property, Schott said, needs a wall to insulate trailers, and he would like to install a training room on the property. Hughes stated there is no way he would sell a building just to turn around a buy a new one. Schott stated he has no problem with staying in the old highway department building. Miles asked how the building in Irving would be paid for. Schott said that is one of the issues they are running into. Greenwood stated he plans on building a truck shed, which will open half of the space in the old block building at the new highway department for EMA to utilize. Hughes asked Greenwood if he plan on building that building no matter what. Greenwood said yes. He said he has highway funds saved up to pay for it. Sneed stated the buildings and grounds committee could talk about the old property further at their meeting.

At this point in the meeting, Sneed had to leave. The committee lost their quorum and the remainder of the items on the agenda could be discussed but not acted upon.

10. **Policy and Process for Resubmission of ARPA Funding Application Update/Approval:** Ritchie stated the committee will discuss a policy for resubmitting applications for ARPA funding.
11. **Recommend Approving Ordinance Authorizing the Use of ARPA funds to Pay Bellwether for Budget Services Update/Approval:** This item will be discussed with the committee.
12. **Recommend Approving Ordinance Authorizing the Use of ARPA funds to pay for Fiber project for Information Services Update/Approval:** Information services manager Watkins presented on this items earlier in the meeting. No further information was given.
13. **Recommend Approving Contracts and Intergovernmental Agreements for ARPA Distribution Update/Approval:**
 - A. **Contract with Nokomis-Witt Area Ambulance Service for ARPA Distribution Update/Approval:** Nothing new to report.
 - B. **Contract with Raymond-Harvel Area Ambulance Service for ARPA Distribution Update/Approval:** Nothing new to report.
 - C. **Contract with Farmersville-Waggoner Area Ambulance Service for ARPA Distribution Update/Approval:** Ritchie reported the Farmersville-Waggoner Area Ambulance Service submitted returned their signed contract.
 - D. **Intergovernmental Agreement with City of Nokomis for ARPA Distribution Update/Approval:** Nothing new to report.
 - E. **Intergovernmental Agreement with Fillmore Police Department for ARPA Distribution Update/Approval:** Nothing new to report.
14. **Recommend Approving Ordinances Authorizing the Use of ARPA Funds for Non-County Distributions Update/Approval:**
 - A. **Ordinance Authorizing the Use of ARPA Funds to Purchase Ambulance(s) for Nokomis-Witt Area Ambulance Service Update/Approval:** Nothing new to report.
 - B. **Ordinance Authorizing the Use of ARPA Funds to Purchase Ambulance(s) for Raymond-Harvel Ambulance Service Update/Approval:** Nothing new to report.
 - C. **Ordinance Authorizing the Use of ARPA Funds to Purchase Ambulance(s) for Farmersville-Waggoner Ambulance Service Update/Approval:** Nothing new to report.
 - D. **Ordinance Authorizing the Use of ARPA Funds to Purchase a Warning Siren for the City of Nokomis Update/Approval:** Nothing new to report.
 - E. **Ordinance Authorizing the Use of ARPA Funds to Purchase a Police Squad Car for the Fillmore Police Department Update/Approval:** Nothing new to report.
15. **Vistra Energy Solar Farm and Battery Storage Facility Update/Approval:** Ritchie reported representatives from Vistra Energy held an informational meeting in the board room on March 21.

16. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
17. **Other Business:** None.

Roads and Bridges Committee: Gene Miles, Chairman

1. **Walshville Bypass Road Intergovernmental Agreement Update/Approval:** Greenwood reported he received a signed IGA back from the Village of Walshville, so the committee can take action on it during their next meeting.
2. **2023 Township MFT Oil Letting Update/Approval:** Greenwood reported the Township MFT Oil letting has been moved to April 10.
3. **2023 County MFT Oil Letting Update/Approval:** Greenwood reported the County MFT Oil letting has been moved to April 10.
4. **2023 Pipe Culvert Letting Update/Approval:** Greenwood reported the pipe culvert letting will still be held April 4.
5. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
6. **Other Business:** None.

Public Comments: None.

Appointments for this month's Full Board meeting: None.

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

Meeting adjourned at 10:00 a.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder, Sandy Leitheiser.

Montgomery County Board

Development & Personnel Committee Meeting Minutes

Date: Monday, April 3rd, 2023

Time: 5:00 PM – County Board Room

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

Members Absent:

Others Present: Sarah McConnell, Rick Robbins and Daniel Robbins

The committee met today to discuss the following:

Development & Personnel Committee: Mark Hughes, chairman -

1. **Recommend Approving Resolution Establishing Moratorium on Carbon Dioxide (CO2) Pipeline Construction in Montgomery County Update/Approval:** The committee discussed the issues involved with a Resolution Establishing a Moratorium on Carbon Dioxide (CO2). Other area county moratoriums were shared. Jones said there is an acid that is added to the CO2 and the concern is that it will eat away at the material and corrode the pipe. The committee also discussed issues like shutting off the wells that could damage the wells. **Motion by Murzynski and second by Jones to recommend the Resolution Establishing a Moratorium on CO2 Pipeline Construction in Montgomery County to the full board. All in favor, motion carried.**
2. **Carbon Sequestration Ad Hoc Committee Update/Approval:** Hughes stated there is nothing happening on this until we find out what the board votes on next Tuesday regarding the Moratorium.
3. **MCEDC Update/Approval:** Hughes stated he will be attending the MCEDC annual meeting and the end of April and will report next month.
4. **Employee Health Insurance and Monthly HRA Report Update/Approval:** The committee reviewed the HRA sheet submitted by Treasurer Lohman. Daniels reported Amanda Mast will send a report next month once she has received usage numbers from United Health Care.
5. **Tourism Grants Update/Approval:**
 - A. **Recommend Approving Tourism Grant Awards Update/Approval:** The committee reviewed the 18 Tourism Grant applications that were submitted and scored them on the Rubics sheet. The numbers were calculated and all were awarded 50% to 75%. **Motion by Jones and second by Beason to recommend the tourism grant awards as presented. All in favor, motion carried.**
6. **Moratorium on Cannabis Use in Montgomery County Update/Approval:** Mr. & Mrs. Compton from rural Butler addressed the committee regarding a neighbor that is potentially going to start a cannabis friendly camp ground. States Attorney Affrunti stated the County doesn't have zoning so there is no nuisance ordinance to object any one from starting one of these businesses using cannabis on their property. Discussion took place on looking at how to establish county zoning which would also require the appointment of a zoning board. Affrunti shared a draft of a moratorium on cannabis use in Montgomery County. Bergen recommends not doing anything on this tonight or for the full board. Affrunti said he has drafted one for the full board and will email it for the committee to review.

7. **DCEO Energy Transition Community Grant Update/Approval:** Hughes reported the ad hoc committee met and develop guidelines for entities to submit requests for the DCEO Energy Transition Community Grant. The ad hoc committee will have a follow up meeting on Wednesday, April 5th, 2023.
8. **Animal Control Facility Update/Approval:** Hughes reported Gerl was looking for a used vehicle to replace the van that was damaged by hitting a deer.
9. **Animal Control Municipal Contracts Update/Approval:** Hughes said there was a meeting with Hillsboro officials Downs and Butler regarding the animal control contract. Butler shared a concern with the language in the contract that a municipality can get out after one year if they wish instead of the 3 year language currently in the contract. Hughes said some of the contracts were changed and need to be re-addressed and approved by the board. The municipalities also don't like the contract automatically renewing after 3 years. The committee discussed the emergency phone number of 217-259-6104 to call after hours and Doug said he told Emily to take the sign down so Hillsboro PD will be called and not 911. Donaldson said Gerl was all about that and will take signage down. Hillsboro will make the determination on what dogs will be picked up. Robbins said the Sheriff's office will not take the calls and get in the middle of it. Donaldson said there may be a few adjustments yet and he told Gerl to take the sign down.
10. **EPA Report Update/Approval:** The Electronics Recycling Drive is scheduled for Saturday, April 29th, 2023 from 9 am to noon in Litchfield on the corner of Illinois and Ryder Streets. The fall collection will be held in September at the former Wright Automotive building in Hillsboro, also from 9:00 to noon.
11. **Statewide Siting of Wind & Solar Facilities – Public Act 102-1123 Update/Approval:** Hughes reported public act 102-1123 took place in January 2023 and will become effective January 2024. The public act will need to be reviewed and compared to our current Wind and Solar facility ordinances and the differences will be discussed next month. Counties have 120 days from January 1st, 2023 to comply with Public Act 102-1123.
12. **Solar Provider Group - Permit Application and Setback Waiver Update/Approval:** States Attorney Affrunti stated the minimum setbacks in the State's new statutes regarding solar are larger than the 500' setbacks we have now. Affrunti stated he has been emailing back and forth with Andrew Evans with Solar Provider Group that has sent in a solar permit.
13. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
14. **Other Business:** Rick Robbins said he has an employee on workman compensation and nothing has changed. The Cleaning Company has been doing a good job. Robbins said he got two proposals on HR companies, Bellwether and one the City of Litchfield uses. The committee also discussed new legislation taking place on January 1, 2024 regarding 40 hour paid time off for employees that don't any paid time off options. Affrunti stated the new law also states employees can take sick leave in 2 hour increments which will need to be changed in our Personnel Manual.
15. **Public Comment: None**

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

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

Meeting adjourned at 6:40 pm. 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, March 31st, 2023

Time: 8:30 AM – County Board Room

Members Present: Andy Ritchie, Connie Beck, Ken Folkerts, David Loucks, Ethan Murzynski, Patty Whitworth (arrived at 8:40 a.m.) and Doug Donaldson

Members Absent: None.

Others Present: Bill Bergen, Daniel Robbins, Kevin Schott, Kendra Niehaus, Cindy Laurent, Emily Gerl, Rick Robbins, Ed Boyd, Hugh Satterlee, Tyson Holshouser, Nikki Lohman and James Holliday

The committee met today to discuss the following:

1. **SOA Report Update/Approval:** SOA Office Manager Laurent presented her report to the committee. She stated they will post a job opening for the Field Rep position on April 1. She also reported Natalie Bergman will be taking tests to become certified as a Certified Illinois Assessing Officer (CIAO). She also reported TrueRoll has begun their data collection.
2. **Capital Improvement Fund Reports Update/Approval:** Treasurer Lohman reported the fund is doing well, and some of the investments came due at the end of March.
3. **Recommend Approving FY 2022 Audit Update/Approval:** Ritchie reported the auditors will be at the full board meeting to present the audit. He stated since the audit has not been reviewed yet, there is no sense in voting to recommend it. Lohman reported the Circuit Clerk audit is not finished yet, but it is a State of Illinois issue. She said the backlog could result in extra costs if the auditors have to put in extra time.
4. **Recommend Approving Contract with Scheffel-Boyle for Auditing Services Update/Approval:** Lohman reported so many counties have lost their auditors and she would recommend approving the contract for auditing services. **Motion by Ritchie and second by Whitworth to recommend the full board approve the three-year agreement with Scheffel-Boyle for auditing services. All in favor, motion carried.**
5. **Intergovernmental Agreement with City of Nokomis for Police Radio and Telephone Services Update/Approval:** **Motion by Ritchie and second by Whitworth to recommend the full board approve the Intergovernmental Agreement with the City of Nokomis for Police Radio and Telephone Services.** Sheriff Robbins reported the city of Nokomis pays the county for telephone and radio services. He said this agreement is thru the end of November and will have to be addressed again at that time. Ritchie stated Nokomis used to have their own 24-hour dispatch center, but it was dissolved. **All in favor, motion carried.**
6. **Approve Signing Amended Intergovernmental Agreement with ETSB for Centralized Emergency Dispatch Center Update/Approval:** **Motion by Ritchie and second by Murzynski to recommend the full board approve signing the amended Intergovernmental Agreement with ETSB for Centralized Emergency Dispatch Center, pending the ETSB signing the agreement.** Sheriff Robbins stated the ETSB needs to sign the document still. Ritchie stated the motion will be pending the signature from the ETSB. **All in favor, motion carried.**
7. **Intergovernmental Agreement for Multi-township Assessment of Butler Grove-Irving-Rountree Townships Update/Approval:** **Motion by Ritchie and second by Folkerts to recommend the full board approve the Intergovernmental Agreement for Multi-township Assessment of Butler Grove-Irving-Rountree Townships. All in favor, motion carried.**
8. **Recommend Approving Payment of Supreme Court Data Integration Expense and for Full Reimbursement Update/Approval:** **Motion by Ritchie and second by Whitworth to recommend the full board approve payment of the Supreme Court data integration expense.** Circuit Clerk Robbins reported this is being mandated by the Supreme Court. The cost will be \$36,000 and will be split between the Circuit Clerk's Office, probation office and pre-trial office. He said the county will pay for it, send proof of payment and then it will be fully reimbursed. Robbins stated if the certification does not arrive by April 28, the payment will be sent back. **All in favor, motion carried.**

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9. **Recommend Approving Purchase of EMA Building Update/Approval:** Ritchie reported the highway department plans on building a new truck shed and will allow EMA to move into one of their buildings once it is vacated. He said EMA could remain in their existing building until the new highway building is built in 2024. Whitworth asked if this will be discussed more at the Buildings and Grounds committee meeting. Donaldson said it will be. He said State's Attorney Andrew Affrunti said the county has to re-advertise for bids on the highway department property because the bid specs did not match what was advertised. He also stated Affrunti recommended not putting a deed restriction on the bid specs for the property.
10. **Recommend Approving Purchase of Vehicle for Animal Control Update/Approval:** Ritchie reported this item is in the Animal Control budget. AC Warden Gerl reported she has looked at a variety of vehicles to replace the animal control van that was totaled. She said the County received \$7,500 back from the insurance company, and her office received a \$5,000 donation. She said she found a 2008 Dodge Ram truck for \$8,000. She stated it has 86,000 miles on it and does need a camper shell. Gerl stated the only low mileage vans she could find were \$20,000. Lohman clarified this item is not in the animal control budget, but rather the cost has been budgeted using insurance and donation funds. Whitworth asked if the donation specified what the money had to be used for. Circuit Clerk Robbins said the will stated it just had to be used for the care of animals. Donaldson said a vehicle would fall under that. **Motion by Ritchie and second by Loucks to recommend the full board approve the purchase of a vehicle for animal control in the amount of \$8,000.** Sheriff Robbins said if the price comes in under \$30,000, it does not have to be bid out. **All in favor, motion carried.**
11. **Policy and Process for Resubmission of ARPA Funding Application Update/Approval:** Ritchie stated he would like the board to approve a policy addressing the resubmission of ARPA applications for funding. **Motion by Ritchie and second by Murzynski to recommend the full board approve the policy for resubmission of ARPA funding applications.** Ritchie stated the policy would allow the reapplication for projects that were already applied for. It would not allow new applications, but would allow for applications already submitted to have their scopes changed. Loucks said he would like to see this written out before making a decision. Donaldson said Ritchie could write up the policy and bring it to the Finance and Budget Committee during their next meeting. **Motion by Ritchie is withdrawn, with the approval of Murzynski.**
12. **Recommend Approving Ordinance Authorizing the Use of ARPA funds to Pay Bellwether for Budget Services Update/Approval:** **Motion by Ritchie and second by Folkerts to recommend approving the Ordinance authorizing the use of ARPA funds to pay Bellwether for budget services for an amount not to exceed \$6,000.** Ritchie stated this is the first of two payments the board will make for this budget cycle. **All in favor, motion carried.**
13. **Recommend Approving Ordinance Authorizing the Use of ARPA funds to pay for Fiber Redundancy Project for Information Services Update/Approval:** Ritchie reported this project is one of the board approve ARPA projects. **Motion by Loucks and second by Whitworth to recommend the full board approve the ordinance authorizing the use of ARPA funds to pay for the fiber redundancy project for Information Services for an amount not to exceed \$60,000. All in favor, motion carried.**
14. **Recommend Approving Ordinance Authorizing the Use of ARPA funds to pay for Digitizing project for County Clerk and Recorder's Office Update/Approval:** Ritchie reported this project is one of the board-approved ARPA projects. **Motion by Ritchie and second by Murzynski to recommend the full board approve the ordinance authorizing the use of ARPA funds to pay for the digitizing project for the County Clerk and Recorder's Office for an amount not to exceed \$218,705. All in favor, motion carried.**
15. **Recommend Approving Contracts and Intergovernmental Agreements for ARPA Distribution Update/Approval:** Ritchie reported one contract/Intergovernmental Agreement has been returned signed so far. It came from the Farmersville-Waggoner Area Ambulance Service.
 - A. **Contract with Nokomis-Witt Area Ambulance Service for ARPA Distribution Update/Approval:** Nothing new to report.

- B. **Contract with Raymond-Harvel Area Ambulance Service for ARPA Distribution Update/Approval:** Nothing new to report.
 - C. **Contract with Farmersville-Waggoner Area Ambulance Service for ARPA Distribution Update/Approval:** Motion by Ritchie and second by Beck to recommend the full board approve signing the contract with the Farmersville-Waggoner Area Ambulance Service for ARPA distribution. All in favor, motion carried.
 - D. **Intergovernmental Agreement with City of Nokomis for ARPA Distribution Update/Approval:** Nothing new to report.
 - E. **Intergovernmental Agreement with Fillmore Police Department for ARPA Distribution Update/Approval:** Nothing new to report.
16. **Recommend Approving Ordinances Authorizing the Use of ARPA Funds for Non-County Distributions Update/Approval:** Ritchie reported the committee can take action on the ordinance for the Farmersville-Waggoner Area Ambulance Service since they returned their signed agreement.
- A. **Ordinance Authorizing the Use of ARPA Funds to Purchase Ambulance(s) for Nokomis-Witt Area Ambulance Service Update/Approval:** Nothing new to report.
 - B. **Ordinance Authorizing the Use of ARPA Funds to Purchase Ambulance(s) for Raymond-Harvel Ambulance Service Update/Approval:** Nothing new to report.
 - C. **Ordinance Authorizing the Use of ARPA Funds to Purchase Ambulance(s) for Farmersville-Waggoner Ambulance Service 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 an ambulance for the Farmersville-Waggoner Area Ambulance Service for an amount not to exceed \$127,194.60. All in favor, motion carried.
 - D. **Ordinance Authorizing the Use of ARPA Funds to Purchase a Warning Siren for the City of Nokomis Update/Approval:** Nothing new to report.
 - E. **Ordinance Authorizing the Use of ARPA Funds to Purchase a Police Squad Car for the Fillmore Police Department Update/Approval:** Nothing new to report.
17. **Vistra Energy Solar Farm and Battery Storage Facility Update/Approval:** Ritchie reported representatives from Vistra Energy held an informational meeting in the board room March 21. Assistant County Board Administrator David Jenkins stated the main piece of information he took away from the meeting was after construction is completed, there will only be 30-50 jobs across the state. Whitworth stated she understood that to mean there would be 30-50 jobs locally, and the same number of employees before the closure would not be the same. Donaldson stated that was his understanding as well. Jenkins said he thought the representative said those jobs would be spread across their nine facilities in the state and much of the operational work would be conducted remotely. Murzynski said that was his understanding as well. Jenkins said he could be wrong.
18. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** *(not needed)*
19. **Other Business:** Ritchie reported the board will vote on an ordinance amending the previously-passed ordinance for 911 communications. He said this will be to upgrade the 911 multicast system for an amount not to exceed \$83,620. Donaldson stated he sent all of the board members a proposed moratorium on CO2 pipelines to look at. He said the board will take action on it during their April 11th meeting. Lohman also reported she got the workman's comp audit, which showed an additional \$5,507. She said \$3,073 came from the health department. She stated the county has the extra money in cash, but it will look like we went over in the budget. Circuit Clerk Robbins reported he had a copier go down and will look to replace it from automation funds, but he doesn't know how that will affect the maintenance contract.
20. **Public Comment:** None.

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

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

Meeting adjourned at 10:00 a.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder, Sandy Leitheiser.

Montgomery County Board

Roads & Bridges Committee Meeting Minutes

Date: Wednesday, April 5th, 2023

Time: 8:30 AM – Conference Room, County Highway Dept.

Members Present: Evan Young, Connie Beck, Bill Bergen, David Loucks and Doug Donaldson

Members Absent: Gene Miles

Others Present: Cody Greenwood

The committee met today to discuss the following:

Roads & Bridges Committee: Gene Miles, Chairman

- 1. Walshville Bypass Road Intergovernmental Agreement Update/Approval:** Highway Engineer Greenwood reported the Walshville Village Board signed the agreement March 14, and nothing has changed since the county board reviewed it prior to Walshville signing it. Loucks asked what the next step in the process is. Greenwood stated the board will need to approve the agreement, and then they will hire a consultant to start Phase I preliminary engineering agreements. He said federal law states they cannot start dealing with property owners until they get to a certain point in the project. Greenwood reported construction on the project will likely take place in summer of 2025. He said 2024 would be pushing it as environmental requests at the state level have been taking a long time. **Motion by Loucks and second by Bergen to recommend the full board approve the Intergovernmental Agreement with the Village of Walshville for the Walshville Bypass Road project. All in favor, motion carried.**
- 2. 2023 Township MFT Oil Letting Update/Approval:** Greenwood reported this item will be tabled until the May meeting as this letting was moved to April 10.
- 3. 2023 County MFT Oil Letting Update/Approval:** Greenwood reported this item will be tabled until the May meeting as this letting was moved to April 10.
- 4. 2023 Pipe Culvert Letting Update/Approval:** Greenwood reported Metal Culverts, Inc. was the only vendor to submit bids. He stated prices went down slightly compared to where they were last year. **Motion by Beck and second by Loucks to recommend the full board approve the low bid from Metal Culverts Inc. for pipe culvert letting. All in favor, motion carried.**
- 5. Old Highway Department Building Update/Approval:** Greenwood reported the individual who purchased the white truck building on the old highway department has only four sides of the newest part of the structure to remove. He said he believes the person could finish the job in one more good day. Young asked if the county decided to demolish the old office building on that property if they highway department would be able to assist with hauling the debris. Greenwood said they could. He said the unknown cost would be dumping fees, but the highway department could utilize their equipment and labor to demolish it.
- 6. Section 15-00138-00-BR – Whitetown Bridge Construction Engineering Services Update/Approval:** Greenwood reported the board needs to approve hiring a construction engineer. WHKS is the proposed engineer, and the project would be completed in approximately 95 working days. He said the cost of the construction agreement is \$176,456. **Motion by Bergen and second by Loucks to recommend the full board approve the construction engineering agreement with WHKS. All in favor, motion carried.**
- 7. Section 17-05121-00-BR – Wonder Trail Bridge, Fillmore Twp, TBP, Engineering Services Update/Approval:** Greenwood reported this agreement is for preliminary engineering, and will be with Prairie Engineers. He said this is a Fillmore Township project, which will be paid for using Township Bridge money. 80 percent will be paid for by the state with the remaining 20 percent being split between the Count and Fillmore Township. The cost of the preliminary engineering agreement is

\$56,495. Motion by Loucks and second by Beck to recommend the full board approve the preliminary engineering agreement with Prairie Engineers. All in favor, motion carried.

8. **Nokomis Township Road Vacation – Portion of N. 22nd Ave Update/Approval:** Greenwood reported he made his decision to deny the appeal and uphold the decision made by the Nokomis Township road commissioner on vacating a portion of North 22nd Avenue. He said the parties who filed the appeal may now appeal Greenwood's decision with the circuit court; however, Greenwood stated Nokomis Township attorney Trent West informed him it would not be taken any further.
9. **Illinois House Bill 2781 – Increase of Township Bridge Funds Update/Approval:** Greenwood reported the Township Bridge funds program has been in place for 43 years with no increases made. He said counties cannot afford to build bridges every year like they used to. He stated House Bill 2781, which is currently in committee at the state level, would increase the amount of township bridge funds. Currently, the county receives \$200,000 per year on average. If the same formula is used, Greenwood said the county would receive approximately \$800,000 per year for township bridges. He said this has nothing to do with county bridges. Greenwood stated some counties have filed resolutions supporting this bill, and he will look into this to possibly present to the committee at a future meeting.
10. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
11. **Other Business:** Young reported he was recently approached by a Christian County board member about possibly partnering with Road Use Agreements for the CO2 pipeline if the project does indeed move forward. Greenwood stated the county should be looking into road use agreements for wind farms as well because of the weight of the materials used. Donaldson reported State's Attorney Andrew Affrunti drafted a Resolution placing a moratorium on CO2 pipelines in the County, which the Development and Personnel Committee will recommend the full board pass at their next meeting. Greenwood also reported he plans on budgeting for a new truck shed during the next budget year, which would make half of the existing white truck shed on the property available for EMA to utilize. He said he has money saved for the cost of the new truck shed.
12. **Public Comments:** None.

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

Motion to Adjourn by Bergen and second by Loucks. 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

Buildings & Grounds Committee Meeting Minutes

Date: Tuesday, May 2nd, 2023 - Time: 8:30 AM

Location: Historic Courthouse - #1 Courthouse Sq. Hillsboro, IL. 62049 – 2nd Floor County Board Room

Members Present: Bob Sneed, Patty Whitworth, Russell Beason, Ken Folkerts, Mark Hughes and Doug Donaldson

Members Absent: None.

Others Present: Daniel Robbins, Phil Ernst, Jeremy Conner, Barb Hewitt, Sarah McConnell and Don Karban

The committee met today to discuss the following:

Buildings & Grounds Committee:

Prior to the meeting being called to order, Sneed requested a moment of silence be held in recognition of the victims and first responders of Monday's Interstate 55 accident.

- 1. Public Comments:** Barb Hewitt, resident of the City of Hillsboro, was present to speak about the old highway department property on Seymour Avenue. She said she would like the property to be sold as one unit so it can be developed into a subdivision. She said it is important the county sell it to a party who will do that.
- 2. Maintenance and Cleaning Issues and Report Update/Approval:** Maintenance superintendent Ernst presented his monthly report to the committee. He stated he has had to put refrigerant in several air conditioning units. He said C&C Heating and Cooling has dye tested the AC units and they found leaks. Ernst said they fixed what they could. He said the air conditioners at the jail have been short cycling every spring and fall. Sneed said those units are not that old and asked if those could be repaired for free. Ernst said he is going to speak with the vendor to work something out. Sneed said the air conditioning units at the old courthouse are well past their service time, and Ernst and maintenance tech Roger Cassidy have been babying them to keep them working. Ernst said the first unit that should be replaced if the committee chooses to go that route should be the unit in the basement that feeds to the Information Services equipment. He said the machine is 20 years old and he has been filling it with coolant four times a year.
- 3. Jail Generator Maintenance Update/Approval:** Sneed reported they received an estimate from Hillsboro Electric for electrical work at the jail for the new generators that were purchased. The price is \$29,999.14. Sneed said this is the high price and the cost will not exceed that amount. **Motion by Beason and second by Hughes to recommend the full board approve the estimate from Hillsboro Electric for generator electrical work at the jail in the amount of \$29,999.14. All in favor, motion carried.**
- 4. Sidewalks at Historic Courthouse Update/Approval:** Jeremy Conner with Hurst-Rosche engineers reported he has established a scope and understanding with the City of Hillsboro regarding their portion of the sidewalks that will be replaced around the Historic Courthouse.
- 5. Recommend Approving Intergovernmental Agreement with City of Hillsboro for Sidewalks at Historic Courthouse Update/Approval:** Conner stated the next step in the process is to have the County approve an Intergovernmental Agreement with the City. He said the County would be the lead agency and would pay for the sidewalks. The City of Hillsboro would then reimburse the County for their share of the costs. Conner presented a draft of an IGA similar to what they have used before. He said he sent it to State's Attorney Andrew Affrunti, but has not heard back yet. Sneed said they could vote to recommend pending the State's Attorney's approval. **Motion by Folkerts and second by Whitworth to recommend the full board approve the Intergovernmental Agreement with the City of Hillsboro for sidewalk repair and replacement around the Historic Courthouse, pending approval from the State's Attorney. All in favor, motion carried.** Sneed reiterated the need to get this project done.
- 6. Interior Door Project for County Clerk's Office Update/Approval:** Sneed reported County Clerk Sandy Leitheiser is hopeful to be allocated money from the county's DCEO Energy Grant to pay for door and security upgrades for her office. Assistant County Board Administrator David Jenkins stated

she presented pricing information from Ameresco to the Energy Grant ad hoc committee. Sneed said the grant would pay for the entire cost of the estimate, which is \$161,584. Whitworth said the Finance and Budget Committee will be discussing the projects at their meeting Friday, May 5.

7. **Soil Testing at County Farm Update/Approval:** Sneed reported soil testing has been completed, but they haven't received the paperwork yet.
8. **New Courthouse Improvement Committee/Courthouse Improvements Update/Approval:** Circuit Clerk Robbins reported Judge Jim Roberts would like to create a volunteer subcommittee to address aesthetic improvements made to the interior of the new courthouse. He said Roberts plans on attending the next committee meeting.
9. **Recommend Bidding Out Elevator Preventative Maintenance Service Agreement Update/Approval:** Sneed reported this item is on the agenda as a reminder to address the issue in the fall.
10. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
11. **Other Business:** Sneed reported National Maintenance and Cleaning has been cleaning the Historic Courthouse for approximately 11 weeks now since the custodian has been on workers compensation. He said the committee will have to address the issue at some point to see about what the permanent solution may be. Donaldson stated the cleaning crew has been doing a wonderful job. Whitworth asked if there was a plan for the old highway department property since the committee advertised for bids but didn't go any further. Sneed said they are waiting on a few things, such as the details of how to re-advertise for bids and what to do with EMA. Donaldson said the item probably needs to go back on the agenda to discuss. Sneed said the committee has not forgotten about it. Hewitt begged for the committee to act on it sooner rather than later. She said she has heard from a developer who would like to purchase the property and develop it as a subdivision. Sneed and Donaldson said they have not heard from that party. Donaldson said they heard from three parties interested in the property, two of which wanted to leave the old office building standing. Sneed said the item can be placed back on the agenda.

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

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

Meeting adjourned at 9:15 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: Friday, April 28th, 2023

Time: 8:30 AM – County Board Room

Members Present: Doug Donaldson, Evan Young, Mark Hughes, Andy Ritchie and Bob Sneed

Members Absent: None.

Others Present: Ethan Murzynski, Daniel Robbins, Nikki Lohman, Cody Greenwood, Tyson Holshouser, Curt Watkins, Dan Hough, Sandy Leitheiser, Sarah McConnell, Don Downs, Bob Buda and Andrew Evans (via telephone)

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 has been working on court server replacement, swapping out PCs and putting new machines in the Adult Redeploy office, which used to be the ambulance billing office. He also reported they are proceeding with the fiber ring redundancy project. He stated he needs to have a conversation with the sheriff about body cam footage storage. He said he is leaning towards cloud-based storage. Watkins also reported they are moving towards website updates. The new website will be cloud hosted instead of hosted in-house. The initial cost will be paid for with court grant funds and the county will be responsible for the ongoing costs.
2. **EMA Report Update/Approval:** EMA Coordinator Hough reported Director Kevin Schott is attending a conference in Indianapolis. Hough stated EMA has been actively busy this week. He also reported the next Hazard Mitigation plan meeting is scheduled for May 24.
3. **West Central Development Council/Job Center Board/CEO Board Update/Approval:** Donaldson reported they held a meeting April 20. He said they are looking for a chair and vice chair of the CEO board, and he is considering that position.
4. **Montgomery County Mental Health Committee Update/Approval:** Donaldson reported he spoke with ad hoc committee chair Hough and everything the committee has been working on can be handled by the 708 Board. He said the ad hoc committee will be dissolved and everything that was being worked on will now be handled by the 708 Board.
5. **Proclamation Recognizing May as Mental Health Awareness Month Update/Approval:** Donaldson reported the board will vote on a proclamation recognizing May as mental health awareness month.
6. **County Board Seat Vacancy Update/Approval:** Donaldson reported the board has a vacancy after the untimely passing of Gene Miles. He stated Miles was a member of the board since 2006 and will be difficult to replace. He said he sent notices of vacancies to the chairs of the Republican and Democrat Central Committees.
7. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
8. **Other Business:** Donaldson reported he has been contacted by several mayors about getting a mayors meeting scheduled.

Buildings and Grounds: Bob Sneed, Chairman:

1. **Maintenance and Cleaning Issues and Report Update/Approval:** Sneed reported National Maintenance and Cleaning has been cleaning the historic courthouse for 10 weeks now and they will have to decide how to continue further since the custodian remains on workers compensation.
2. **Jail Generator Maintenance Update/Approval:** Sneed reported they will move quickly with the jail generator after next week's committee meeting.

3. **Sidewalks at Historic Courthouse Update/Approval:** Sneed reported State's Attorney Andrew Affrunti is working on an Intergovernmental Agreement with the City of Hillsboro. Hillsboro Mayor Don Downs said the IGA is needed in order to protect both the city and county and prevent either agency from being taken advantage of by prospective vendors. Sneed said the agreement would simplify the process as the county would receive the bill, and the city would reimburse the county for their share of the work completed.
4. **Interior Door Project for County Clerk's Office Update/Approval:** County Clerk Leitheiser reported she submitted a proposal to the Energy Grant Ad Hoc Committee for interior doors and security in her office. It will now be discussed at the Finance and Budget Committee meeting.
5. **Soil Testing at County Farm Update/Approval:** Sneed reported the soil testing has been completed, but they have not received the paperwork yet.
6. **New Courthouse Improvement Committee/Courthouse Improvements Update/Approval:** Sneed reported Judge Jim Roberts would like to discuss some of the old artwork and tidying up the new courthouse. He stated he hopes Roberts will attend the committee meeting to present his ideas.
7. **Recommend Bidding Out Elevator Preventative Maintenance Service Agreement Update/Approval:** Sneed reported this item is on the agenda to discuss later in the year.
8. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
9. **Other Business:** Downs stated he would like to talk about the old highway department property. He said he believes the property is an economic development opportunity, and he would like to see the old office building torn down.

Development & Personnel Committee: Mark Hughes, Chairman -

1. **MCEDC Update/Approval:** Hughes reported the annual meeting was held April 27, and another meeting has been scheduled for May. He stated MCEDC is looking for a new Executive Director, and they have \$38,000 budgeted for the position. He also reported meetings will now be held at the Farm Bureau. Ritchie asked if there is any plan to re-establish the Planning Commission. Young said it is currently short a couple members.
2. **Employee Health Insurance and Monthly HRA Report Update/Approval:** Hughes reported Insurance Representative Amanda Mast will be at the next committee meeting to give a report.
3. **DCEO Energy Transition Community Grant Update/Approval:** Hughes reported the committee held a meeting April 26th, and made recommendations for the allocation of funds.
4. **Recommend Approving Phase II Application/Projects for DCEO Energy Transition Community Grant Update/Approval:** This item will be discussed by the Finance and Budget Committee.
5. **Animal Control Facility Update/Approval:** Hughes stated he will have a report for the Development and Personnel Committee meeting.
6. **Animal Control Municipal Contracts Update/Approval:** Nothing new to report.
7. **EPA Report Update/Approval:** EPA Administrator Chris Daniels reported there will be an electronics recycling drive in Litchfield April 29th. She stated the Hillsboro drive will be held in September. Treasurer Lohman reported there will be a drive in Nokomis May 13th. Daniels said this drive is independent from the County.
8. **Recommend Approving Contract for Supervisor of Assessments Update/Approval:** Hughes reported the Board has to approve the contract for the SOA position.
9. **Statewide Siting of Wind & Solar Facilities – Public Act 102-1123 Update/Approval:** Hughes reported Affrunti is reviewing the ordinances to make sure they are in compliance with the state's revisions.
10. **Solar Provider Group - Permit Application and Setback Waiver Update/Approval:** Andrew Evan with Solar Provider Group LLC called into the meeting to talk about an application for a solar project between Donnellson and Panama. Hughes stated a public hearing needs to be held, and they would like to have it before the full board meeting May 9th. Sneed stated the City of Litchfield usually has

someone walk around the property in question to look at it before moving forward with a hearing. County Board Administrator Daniels said they do not have the signed setback waiver yet.

11. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (if needed)**
12. **Other Business:** None.

Finance and Budget Committee: Andy Ritchie, Chairman -

1. **SOA Report Update/Approval:** Ritchie stated they will have a report at their committee meeting.
2. **Capital Improvement Fund Reports Update/Approval:** Ritchie stated they will have a report at their committee meeting.
3. **IMRF Update:** Lohman reported she received rates for the next year, which include 7.87 for the regular and 6.87 for SLEP. She stated she believes those rates are down a little bit.
4. **Recommend Approving Resolution to Convey Deed to Parcel ID #10-03-405-011 in North Litchfield Township to Yvonne Hunt Update/Approval:** Nothing new to report.
5. **Approve Signing Amended Intergovernmental Agreement with ETSB for Centralized Emergency Dispatch Center Update/Approval:** Nothing new to report.
6. **County Website – Recommend Approving Annual Fee for Website Update/Approval:** Nothing additional to report.
7. **Recommend Approving Resolution/Ordinance to Transfer Revolving Loan Funds Update/Approval:** Ritchie reported the board voted to dissolve the RLF, and Lohman stated she needs a resolution or ordinance authorizing the transfer of funds back into the capital improvement fund.
8. **Assistant State’s Attorney Position and Salary Update/Approval:** Ritchie reported the county just lost one of our assistant State’s Attorneys and the vacancy is being felt in the office. He stated Affrunti found an individual who is willing to come to Montgomery County, but is requiring a salary of \$100,000. Lohman stated she believes the vacant position needs to be advertised first, as the board has addressed this before and came to that conclusion. Ritchie said they will proceed with advertising the vacancy as the next step.
9. **Recommend Approving Allocation of Funds for Phase II Application/Projects for DCEO Transition Community Grant Update/Approval:** Ritchie reported the Energy Grant ad hoc committee reviewed approximately 15 projects, and voted to recommend allocating grant funds for projects.
10. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
11. **Other Business:** Leitheiser stated non-union salary increases are typically discussed during the May meeting cycle, and asked where the board was with those. Lohman stated she will talk with Dustin Harmon from Bellwether about that issue.

Roads and Bridges Committee: Evan Young, Vice Chairman

1. **Old Highway Department White Truck Shed Update/Approval:** Young reported the white truck shed at the old highway department is gone, and it looks great.
2. **Illinois House Bill 2781 – Increase of Township Bridge Funds Update/Approval:** County Engineer Greenwood reported he found another county’s template of a resolution of support for Illinois House Bill 2781, which would increase the amount of township bridge funds.
3. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
4. **Other Business:** Young stated the committee needs to take a look at weight limits for county roads. He said there is a bill being discussed in the House regarding that issue. Lohman said she believes it is House Bill 6427. Greenwood also stated he believes his name has been dragged through the mud in regards to the CO2 pipeline. He said Navigator has been working on an observation well and he issued a Right of Way Access permit and a slew of oversized/overweight permits. He said Navigator has been following all the guidelines when submitting information for permit applications, and he does not

believe it is his responsibility to deny permits if the rules are being followed. Ritchie agreed, stating as long as the guidelines are being met he has the authority to grant permits. Donaldson reported one of the CO2 sites was vandalized recently, and Navigator will be increasing security around the area.

Public Comments: None.

Appointments for this month's Full Board meeting:

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

Meeting adjourned at 10:00 a.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder, Sandy Leitheiser.

Montgomery County Board

Development & Personnel Committee Meeting Minutes

Date: Monday, May 1st, 2023 - Time: 5:00 PM

Location: Historic Courthouse - #1 Courthouse Sq. Hillsboro, IL 62049 – 2nd Floor County Board Room

Members Present: Mark Hughes, Bill Bergen, Russell Beason (arrived at 5:30 p.m.), Jeremy Jones (arrived at 5:25 p.m.), Ethan Murzynski and Doug Donaldson (appointed as voting member)

Members Absent: None.

Others Present: Daniel Robbins, Sandy Leitheiser, Emily Gerl, Sarah McConnell and Jacob Fleming

The committee met today to discuss the following:

Development & Personnel Committee: Mark Hughes, chairman -

Prior to the start of the meeting, Doug Donaldson was appointed to the committee as a voting member to ensure necessary quorum requirements. Motion by Hughes and second by Murzynski to temporarily appoint Doug Donaldson to the Development and Personnel Committee. All in favor, motion carried.

- 1. Public Comment:** Jacob Fleming, who was recently elected to the position of alderman for the Litchfield City Council, stated he had questions regarding the disagreements between the County and City when it comes to Animal Control. He said he is afraid of both the city and county being liable if an incident happens with an animal since the city has no leash law. Animal Control Warden Gerl stated she gets calls from Litchfield but tells them she cannot do anything without a signed contract. Bergen said the county is able to handle bite cases, rabies incidents and humane investigations. Fleming said it appears the major population centers in the county have not signed their municipal contracts. Donaldson stated they have been working with Hillsboro, who wants the list of authorized individuals to call animal control adjusted, as well as an opt-out after the first year of the contract. Fleming said he is here to gather information and see what could be done to bring the two sides together. Donaldson said Fleming could talk to Litchfield Mayor Steve Dougherty and see if there are any other issues preventing the contract from being signed and the county will work on them.
- 2. MCEDC Update/Approval:** Hughes reported MCEDC hosted their annual meeting April 27th. He stated they are looking for a new executive director. The next meeting will be held May 25th at 6 p.m. at the Farm Bureau.
- 3. Planning Commission Update/Approval:** Hughes reported there have been questions about the status of the County Planning Commission. Assistant County Board Administrator David Jenkins reported the Planning Commission ordinance states the commission shall have 10 members, with three being ex-officio: Chairman of the County Board, MCEDC Executive Director and County Highway Engineer. Jenkins said seven of the 10 are voting members, and three are currently vacant, with two more active members' terms set to expire at the end of June. Donaldson asked if the two whose terms are expiring are interested in remaining on. Jenkins said that is not known at this point.
- 4. Employee Health Insurance and Monthly HRA Report Update/Approval:** Hughes presented the HRA report to the committee. Jenkins stated Treasurer Nikki Lohman submitted a report for the Member Advocacy Program. He said the board approved the program in October or November of last year, and the report shows what they've been doing and the value it brings. He said they've taken 22 inquiries so far at a savings for the county of approximately \$45,000.
- 5. County Salaries Update/Approval:** County Board Administrator Chris Daniels reported the county hired the University of Illinois to conduct a salary study years ago, and she has been tasked with keeping it up to date. She said the spreadsheets take a lot of work to update, and she would do it if the board wanted her to continue; however, the last few times she has updated it, no action has been taken. Hughes stated he would be interested in information from counties similar in population to Montgomery, but he has no interest in counties that are more than double the size of ours. Circuit Clerk Robbins stated they could look at counties with a population range of 25,000 to 35,000. Daniels said she and Jenkins will work on that and have figures to present at the next committee meeting.

6. **Animal Control Facility Update/Approval:** Gerl reported there are currently 21 dogs at the facility. She also reported they will be having an adoption event on Saturday at Cake it On in Nokomis. She said the business is hosting the event as a donation for Animal Control.
7. **Animal Control Municipal Contracts Update/Approval:** Gerl reported she met with representatives from the City of Hillsboro. City officials presented a list of questions, and she presented answers to those questions. Sarah McConnell, representing the City of Hillsboro, said the Chief of Police had questions about overtime hours and how that figures into the price of after call charges. McConnell stated a lot of the original issues will be squashed when the list of people who can contact animal control on the city's behalf is addressed. Gerl stated she would also like the committee to consider increasing certain fees, such as adoptions and cremations. Hughes said that cremation services have never been offered. Hughes said Gerl should put together a list and bring it to the next committee meeting for a discussion. Gerl also reported there is a euthanasia training event taking place in June and she and another employee would like to attend. She said the cost is \$150 per person and a \$75 registration fee. She said the training is held in Chicago.
8. **Illinois Department of Agriculture Annual License for Animal Control Update/Approval:** Hughes reported the county has to submit the annual application for licensure with the Department of Agriculture, which is coming up due.
9. **EPA Report Update/Approval:** EPA Administrator Daniels reported an electronics recycling drive was held April 29th at the old recycling facility in Litchfield. She said she doesn't have final numbers back yet, but is hopeful to have those for the next committee meeting.
10. **Recommend Approving Contract for Supervisor of Assessments Update/Approval:** Hughes reported Kendra Niehaus was appointed Supervisor of Assessments and is currently serving in the position, but State's Attorney was not able to approve the contract before her appointment. He stated the contract has been approved and the board now has to approve it. **Motion by Jones and second by Bergen to recommend the full board approve the contract for the Supervisor of Assessments.** Murzynski asked how long it is for. Hughes said it is a four-year contract. **All in favor, motion carried.**
11. **Nextlink Broadband Internet Update/Approval:** Donaldson reported the county stands eligible to receive up to \$7.2 million for broadband to rural areas. He said a representative from Nextlink wants to address the committee, and he will invite the individual to speak at the next committee meeting; however, the county is in the process of completing a grant application from the Illinois Department of Commerce and Economic Opportunity (DCEO) where funds could be used for broadband. Donaldson stated the deadline to submit the application is May 31st, and he would like to see what they would expect from the County. He said he also plans on visiting CTI to ask about their plan for fiber/broadband internet to rural areas of the County.
12. **Statewide Siting of Wind & Solar Facilities – Public Act 102-1123 Update/Approval:** Hughes reported State's Attorney Affrunti is reviewing the ordinances to make sure they are in compliance with the revisions from the state.
13. **Solar Provider Group - Permit Application and Setback Waiver Update/Approval:** Hughes reported the applicant for the solar provider needs to submit a waiver signed by two property owners, but does not have those yet. He said the group would like to hold a public hearing, but that won't happen until the waivers have been signed. Donaldson said they could tentatively schedule the public hearing before the next Coordinating Committee meeting, which is scheduled for May 25.
14. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
15. **Other Business:** None.

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

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

Meeting adjourned at 6:06 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, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Friday, May 5th, 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 (arrived at 8:45 a.m.)

Members Absent: None.

Others Present: Mark Hughes, Kendra Niehaus, Daniel Robbins, Nikki Lohman, Sandy Leitheiser, Andrew Affrunti, Curt Watkins, Wayne Wedekind, Jodi Reynolds, Sarah McConnell, Danny McCallum, Erica Petcher and Ryan Owens

The committee met today to discuss the following:

1. **Public Comment:** Jodi Reynolds from Crossover Ministries stated she would like to apologize for recent comments that may have been made about their request for funds from the DCEO Energy Grant. She stated Crossover Ministries is here to serve the community and they want an open and positive relationship with the County Board.
2. **SOA Report Update/Approval:** Supervisor of Assessments Niehaus presented her monthly report to the committee. She stated she has been looking to hire an employee in their office, but has been unsuccessful in doing so as of now.
3. **Capital Improvement Fund Reports Update/Approval:** Treasurer Lohman reported the April coal royalty check, which will show up during the June report, was only \$35,000. She stated the reason for the larger checks recently was because of stockpiled amounts. She said the mine will be in full mode in June and the amounts will likely increase, but the county will see smaller checks for a couple months until then.
4. **IMRF Update:** Lohman reported the county received the tentative preliminary rates for 2024. She said the regular employees' rate increased from 6.69 percent for 7.87, which will make the county's cost higher. She said the SLEP rates will decrease from 7.65 to 6.87, and the ECO will decrease from 0.91 to 0.90 percent.
5. **Recommend Approving Resolution to Convey Deed to Parcel ID #10-03-405-011 in North Litchfield Township to Yvonne Hunt Update/Approval:** Lohman reported this parcel is located near the Deer Creek Campground. She said Yvonne Hunt has wants to purchase a lot of the parcels around that area and plans to build some kind of school. Lohman also reported there is a church group that owns a bulk of the parcels in the middle of that area, and the roads accessing those parcels are not public. Beck said she would feel more comfortable tabling the issue until they have more information. **Motion by Beck and second by Whitworth to table recommending the resolution for one month. All in favor, motion carried.**
6. **Approve Signing Amended Intergovernmental Agreement with ETSB for Centralized Emergency Dispatch Center Update/Approval:** Ritchie reported the committee is waiting to hear if the agreement has been signed by the ETSB.
7. **County Website – Recommend Approving Annual Fee for Website Update/Approval:** Circuit Clerk Robbins reported he received a court grant that will pay for the cost of redoing the website, as well as the first year of maintenance. Information Services manager Watkins said the annual maintenance cost is around \$560, and will come out of his budget. Robbins said he reached out to 15 companies, and three responded. He said one was offering to redo the site for \$25,000 and another was not located in the state. The company he chose is based out of Carlyle. County Clerk Leitheiser asked if there would be additional costs for maintenance for a part of the website like her department. Watkins stated departments like the County Clerk and Health Department have their own offshoots of the County website, and if they wanted to incorporate their current site into the redesigned county site,

he would not anticipate any additional costs; however, if they wanted their sections overhauled completely, then he would anticipate added costs. Watkins said his office usually has five website change requests per week now, so this new website would potentially help with that as office holders could be granted control to post their own content. **Motion by Whitworth to recommend the full board approve paying the annual maintenance cost for the website.** State's Attorney Affrunti stated the board does not have to take action on anything right now because the maintenance cost can be put in the Information Services budget for next year. **Motion dies for lack of a second.**

8. **Recommend Approving Resolution/Ordinance to Transfer Revolving Loan Funds Update/Approval:** Lohman stated the board previously agreed to dissolve the Revolving Loan Fund and the board needs to approve a resolution dissolving said fund and returning the money to the Capital Improvement Fund. Affrunti said he could draft a resolution by the full board meeting. **Motion by Loucks and second by Whitworth to recommend the full board approve the tentative resolution to transfer Revolving Loan Funds to the Capital Improvement Fund. All in favor, motion carried.**
9. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** Affrunti requested the committee enter into executive session to talk about the assistant state's attorney salary. **Motion by Ritchie and second by Folkerts to enter into executive session for the purpose of discussing personnel and litigation. All in favor, motion carried. Committee entered into executive session at 10:21 a.m. Motion by Whitworth and second by Folkerts to come out of executive session. All in favor, motion carried. Committee returned to open session at 10:50 a.m. Action taken is reflected in the next item on the agenda.**
10. **Assistant State's Attorney Position and Salary Update/Approval:** Motion by Murzynski and second by Beck to recommend the Full Board allow the State's Attorney to exceed his budget for the Assistant State's Attorney Salaries. **VOICE VOTE: Voting YES: Beck, Folkerts, Murzynski, Ritchie and Whitworth. Voting NO: Loucks. Motion passes with 5-1 vote in favor.**
11. **Recommend Approving Allocation of Funds for Phase II Application/Projects for DCEO Transition Community Grant Update/Approval:** Whitworth, who chaired the Energy Grant Ad Hoc Committee, reported they voted to recommend allocating funds for the energy grant as follows: \$102,000 for the Hillsboro Library to finish their basement; \$625,000 to Lincoln Land Community College to renovate the science lab at the Litchfield Outreach Center and for their College NOW Scholarship program; \$100,000 for Senior Services for their parking lot and solar panels; \$125,000 for Community Mental Health to develop the NAMI program, Drug-Endangered Children program, and for Project Third Day Panhandle; \$50,000 for East Fork Road District; \$50,000 for East Fork Township; \$50,000 for MTA Grisham-Walshville-East Fork; and the remaining balance of \$1,162,879 for Montgomery County. She said the estimated grant writing cost for Phase II is \$2,000 and the Phase I cost is \$455. Whitworth stated the county projects under consideration are as follows: \$408,000 for the City of Litchfield for utilities for their Interstate 55 Commerce Complex; \$250,000 for the City of Hillsboro for multi-use trails; \$161,584 for the County Clerk's Security and ADA upgrades; \$193,693 for Crossover Ministries for their Haven Home, salaries for part-time employees and programs; and the remaining \$149,602 for Broadband. Donaldson reported a representative from Nextlink reached out to him about broadband in rural areas, and there is supposedly \$7 million in other funding available to the county for this. He also stated he received questions from a concerned citizen about the county giving money to Crossover Ministries if they were a religious organization. Jodi Perkins, who is a Crossover representative, stated they are a non-profit organization. Erica Petcher, who works for Crossover, said their goal is to reach people where they are and they don't push religion. She said they only talk about it if they are asked. Affrunti said he would have to take a look at the 501(c)3 documents for the organization, but based on what he has heard from the organization, they are not a church and it would be similar to giving a tourism grant to a similar organization. Whitworth stated another concern they had was the sustainability of the Haven Home. She said if the county purchased the home and Crossover was not able to stay in it, they could turn around and sell it for whatever reason. Perkins said

they would not be purchasing a home, but rather renting it. She stated she spoke with Wedekind and they could revise their request to include only the cost of the programs and the salaries. That would bring their total request to \$60,360. **Motion by Whitworth and second by Murzynski to recommend the full board approve allocating the energy grant funds as presented, with the Crossover Ministries request changing to \$60,360 and the remaining balance of the county's share being used for economic development grants. All in favor, motion carried.** Donaldson said grant writer Dan Rogers reached out to Assistant County Board Administrator David Jenkins and said the county must be specific in what they would use the distributed economic development grant funds for, such as defining the type of business, requiring a business plan, considering growth margins and number of employees. Donaldson stated the committee needs to amend the motion and could use the remaining money for economic development grants for broadband instead. He said he and Mark Hughes will have a conversation with the Nextlink representative. **Motion by Ritchie and second by Whitworth to recommend the Full Board approve the amended allocation of energy grant funds with the remaining balance of the county's share being used for broadband as proffered by the County Board Chairman. All in favor, motion carried.**

12. Recommend Approving Contracts and Intergovernmental Agreements for ARPA Distribution Update/Approval:

A. Intergovernmental Agreement with City of Nokomis for ARPA Distribution Update/Approval: Jenkins reported there is a problem with the Nokomis Siren request, as he stated they did not send a signed agreement but sent a check to Treasurer Lohman instead. Affrunti said the Treasurer should return the check to the City of Nokomis with a note requesting the signed agreement be sent back first.

B. Intergovernmental Agreement with Fillmore Police Department for ARPA Distribution Update/Approval: Jenkins reported the committee could act on the IGA and ARPA Ordinance for the Village of Fillmore as they have returned their signed agreement. **Motion by Whitworth and second by Beck to recommend the Full Board approve signing the Intergovernmental Agreement with the Village of Fillmore for ARPA Distribution. All in favor, motion carried.**

13. Recommend Approving Ordinances Authorizing the Use of ARPA Funds for Non-County Distributions Update/Approval:

A. Ordinance Authorizing the Use of ARPA Funds to Purchase a Warning Siren for the City of Nokomis Update/Approval: Nothing additional to report.

B. Ordinance Authorizing the Use of ARPA Funds to Purchase a Police Squad Car for the Fillmore Police Department Update/Approval: **Motion by Folkerts and second by Whitworth to recommend the Full Board approve adopting the Ordinance authorizing the use of ARPA funds to purchase a police squad car for the Village of Fillmore in the amount not to exceed \$27,600. All in favor, motion carried.**

14. Other Business: Ryan Owens with Enterprise Holdings reported he attended the meeting at the request of Treasurer Lohman to discuss leasing county vehicles. He stated government space is their fastest growing area, and if the county would choose to partner with them, they would be able to provide the county with a newer fleet of vehicles. He said vehicle cycles are anywhere between one and five years. Donaldson asked what the resale value would be for a vehicle with holes drilled in the dash from police equipment. Owens said a lot of those vehicles would be taken to auction and one of their reps would be in charge of pushing the sale. He said the life cycle for police vehicles is between five and six years. Lohman said she requested he attend the meeting and find out if the board would like any more information on the process. Committee members agreed they would like to know more information.

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

Motion to Adjourn by Whitworth and second by Ritchie. 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 Rte 185 Hillsboro, IL 62049

Date: Wednesday, May 3rd, 2023

Time: 8:30 AM – Conference Room, County Highway Dept.

Members Present: Evan Young, Connie Beck, Bill Bergen, David Loucks and Doug Donaldson

Members Absent: None.

Others Present: Ethan Murzynski, Cody Greenwood, Kenny Mondthink, David Stieren, Phil Bailey, Gary Yeske, Dennis Pease, Darrel Keiser, Jay DeWerff, Laura Johnson and James Goudreau

The committee met today to discuss the following:

Roads & Bridges Committee:

1. **Sale of used Etnyre Chipsreader Update/Approval:** County Highway Engineer Greenwood reported he put the highway department's used chipper on the website govdeals.com. He said it is going off sale Monday, and the item should be ready for board action by Tuesday's meeting. He said the current bid is \$2,725.
2. **Illinois House Bill 2781 Increase of TBP Funds Update/Approval:** Greenwood reported the County Engineer's Association is currently supporting House Bill 2781, which would increase the amount of township bridge funds the County would receive. He said some counties have filed letters of support for this bill, and Montgomery County could do the same. **Motion by Young and second by Bergen to draft a Letter of Endorsement for House Bill 2781.** Greenwood said he could use Calhoun County's Resolution as an example. Young said if the other counties are using a resolution, we should too. **Young amends his motion, with Bergen's approval, to state "draft a Resolution of Endorsement for House Bill 2781. All in favor, motion carried.**
3. **Illinois House Bill 2505 and Senate Bill 2278 Update/Approval:** Greenwood reported the County Engineer's Association is currently watching Senate Bill 2278 and House Bill 2505. He said the senate bill basically says the county would not have to build a new road to accommodate overweight vehicles. He said the house bill is similar, but goes into more detail with regards to weight, height and length of roads.
4. **Permits issued to Navigator Heartland Greenway Update/Approval:** Laura Johnson and James Goudreau from Navigator were present during the meeting to answer questions about permits from townships and the County to use roadways for the CO2 Carbon Sequestration project. Greenwood stated he believes the County needs to contact an outside attorney to put together some kind of Road Use Agreements. He said he didn't believe State's Attorney Andrew Affrunti would want to add that to his plate. Johnson stated Navigator is in the beginning phase of acquiring information. Greenwood said he doesn't want to answer any questions and be held to those answers before the road use agreements are in place. He also stated the County will not permit open cut trenches, and will only issue permits for boring. He asked if Navigator has spoken to other counties the pipeline is supposed to run through. Johnson said they have. Greenwood stated they had a Road Use Agreement for the Dakota Access Pipeline that was all-in-one; however, he said he doesn't necessarily want to use that agreement as a starting point because of the negative experience the County went through. Johnson said they have heard from other counties who also had negative experiences with the Dakota Access Pipeline. Young asked how many miles of pipe will run through Montgomery County. Goudreau said 34.7 miles. Johnson stated they have begun negotiating with landowners for the pipeline. She said Navigator had to file their permit with the Illinois Commerce Commission first and send out a letter of notification. She stated the ICC accepted the permit on April 4, which means they deemed the application complete. She said the timeline to hear back from the ICC stretches into February 2024. Young asked what size pipe would be used in the County. Goudreau stated it would be up to 22 inches. He said right now the proposal says between 16 and 22 inches. The Navigator representatives and township road

commissioners left the meeting at this point. Greenwood informed the committee Navigator has been installing an observation well and he has issued road access permits to the company. He said he spoke with other county engineers, and the consensus was as long as the developers are following the guidelines, they shouldn't be denying road access permits. Greenwood stated the observation well is located on property purchased by Navigator.

5. **Upcoming Road Use Agreements Update/Approval:** Greenwood reported this item ties into what was already discussed with Navigator. He said he believes the developer should cover the cost of the Road Use Agreements. He said he has requested a copy of an agreement from LaSalle County.
6. **Old Highway Department Building Update/Approval:** Young said the white truck shed at the old highway department property is gone and this item can be taken off the agenda. Donaldson stated the Buildings and Grounds Committee is addressing it now.
7. **Section 15-00138-00-BR – Whitetown Bridge Update/Approval:** Greenwood reported there is a 95-working day contract and they are waiting for that executed contract to come back from IDOT. He stated almost all the trees have been cleared out from the Right of Way that was purchased. He said the project will require a complete road closure, which will likely go into the school season. He said there are 70 working days from June 1st until the start of school.
8. **Section 20-00145-00-PV – Coffeen Rd/7 Sisters Ave Update/Approval:** Greenwood reported they are waiting on project compliance. He said IDOT takes a look at the Right of Way acquisitions and is makes sure everything is good. He said there was a hang-up with the Stroup property, but it is fixed now. Greenwood stated he does not want to close the road during the fall harvest, so this project could be shelved until summer 2024. He said he should have an update by the next committee meeting.
9. **Other Items:** None.
10. **Public Comments:** None.

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

Motion to Adjourn by Loucks and second by Beck. 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
Buildings & Grounds Committee Meeting Minutes
County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Tuesday, June 6th, 2023

Time: 8:30 AM – County Board Room

Members Present: Bob Sneed, Patty Whitworth, Russell Beason, Mark Hughes and Doug Donaldson

Members Absent: Ken Folkerts

Others Present: Phil Ernst, Kevin Schott, Daniel Robbins, Jeremy Conner, Fred Butler, Jim Roberts, Justin Chappelle, Don Downs

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 a tree limb fell down by the bowling alley and caused damage to a couple county items. He stated it knocked out one of the controllers for the heat at one of the buildings and the air conditioning units at the jail were also short cycling. He said he got them going before three of the four units ended up shutting down. He also reported a fire alarm sounded at the old courthouse, which was a false alarm. He said there was also a panic alarm that had a false alarm as well. Hughes asked if Ernst had a plan for replacing air conditioner units over a span of five to ten years. Ernst replied there are four that need replaced more than others, and he would like to replace one per year. Ernst also reported an employee with the cleaning service hired to clean the new courthouse has not been fulfilling their time obligations, and the county is being overcharged as a result. He asked if they could get the employee to clock in in order to better track the hours worked. Sneed said that would be ok.
3. **Painting Emergency Staircase and Band on Historic Courthouse Update/Approval:** Ernst reported he has been trying to get a price for painting the fire escape and the band around the Historic Courthouse for about six months. He said he was finally able to receive one. The price is \$11,800. Sneed said this could depend on the sidewalks around the courthouse. He said if the company could get the band painted first and then work on the staircase after the sidewalk construction so they don't have to put any heavy machinery on the new sidewalks. **Motion by Hughes and second by Whitworth to approve painting the band around the Historic Courthouse first and then the staircase after the sidewalks are completed. All in favor, motion carried.**
4. **Sidewalks at Historic Courthouse Update/Approval:**
 - **Recommend Approving Bid for Sidewalks at Historic Courthouse Update/Approval:** Jeremy Conner with Hurst-Rosche Engineers presented the results of the bid that was presented for sidewalk construction around the Historic Courthouse. He said only one bid was submitted. It came from Kinney Contractors at a total price of \$232,215. He said the total engineering estimate was around \$170,000. Conner stated curbing and work around the outside edge seemed to be where a lot of the increases came from. Hillsboro Mayor Downs asked if the bid specs should have been for six inch concrete instead of four. Hughes stated they talked about different ways to have strong concrete, and they said they could have four inch that would be just as strong as six inch. Donaldson said the committee could vote to recommend accepting the bid and wait and see if the City approves it. Hughes asked Hillsboro City Council Commissioner Butler if he believed the council would approve the bid. He said he believes they will. Downs said they could wait until after Old Settlers and rebid the project to see if the price comes down and more bidders get involved. Conner said it's possible the price would come down but there is no guarantee. Butler said he wants to see the project be completed and be done with it. He said he wants to talk with Kinney Contractors to see if the City and County

could put sod down instead of Kinney using straw to see if that would help decrease the price at all. He said he also wants to know why the price of excavating is so high. **Motion by Whitworth and second by Hughes to recommend the Full Board accept the bid from Kinney Contractors for the Historic Courthouse Sidewalk Construction project. All in favor, motion carried.**

5. **Interior Door Project for County Clerk's Office Update/Approval:** Sneed reported they are waiting to hear back from the state on the status of the DCEO Energy grant before proceeding any further with this project.
6. **Soil Testing at County Farm Update/Approval:** Sneed reported Hughes reached out to Arlen Kasten, who is going to bring the results of the soil testing by.
7. **New Courthouse Improvement Committee/Courthouse Improvements Update/Approval:** Retired judge Jim Roberts reported he would like to informally request permission to spruce up the new courthouse, which would involve changing some of the artwork that is outdated or moving it around. He said he is not asking for any money, but wants permission to look around the courthouse and freshen it up. Some of the pictures are stock images that came with the frames they are hanging in. Other pieces of artwork are hanging in their frames crooked. He stated he could also get the historical society involved and has no intent to spend money on the project. He also stated he did not believe this was something that should fall on the plate of the maintenance staff. Ernst said they could still work together to improve the place. Committee members agreed to grant Roberts his request.
8. **Old Highway Department Property Update/Approval:**
 - **Parking at Old Highway Department Update/Approval:** Sneed reported he received an email from CTI requesting permission to park some of their equipment at the old highway department property. Beason asked how long they wanted to do this. Sneed said he did not have an answer to that. Whitworth stated she would be opposed to this because it may not be a short-term request. **Sneed asked for a motion to allow CTI to park their equipment at the old highway department property. No motion was made; therefore the committee considered the matter closed.**
 - **Old Highway Department Property Update/Approval:** Sneed reported Assistant County Board Administrator David Jenkins put together a slideshow presentation with differing scenarios outlining what the board can do with the old highway department property. Jenkins said the presentation contained no endorsements of options, but rather was a means to present information so the committee could make a decision easier. Hughes reported he also had a presentation for the committee. He stated he was initially against selling the old highway department property, but he began researching the possible return on investment on the property. He stated he would like to propose the board selling the property now with the contingency that EMA remains in the remaining structure on the property and will vacate two years from now after the new building at the highway department is built. He said the county could then abate the structure for asbestos and then demolish it. Sneed said the county could sell the property as a whole that way and not divide it out and sell it separately. **Motion by Whitworth and second by Hughes to recommend the Full Board sell the old highway department property now as a whole with the contingency that EMA will vacate the remaining structure two years from now after the new highway department shed is built; and the county will pay for the asbestos abatement of the structure and demolish it once it is vacated by EMA. All in favor, motion carried.**
9. **Bidding Out Elevator Preventative Maintenance Service Agreement Update/Approval:** Sneed reported Chris Daniels and David Jenkins will look at the Elevator Maintenance Service Agreement file and find the window when the board can put the agreement out for bid.
10. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval:** **Motion by Hughes and second by Whitworth to enter into executive session for the purpose of discussing personnel. All in favor, motion carried. Committee entered into**

executive session at 10:04 a.m. Motion by Beason and second by Whitworth to come out of executive session. All in favor, motion carried. Committee returned to open session at 10:40 a.m.
No action was taken following executive session.

- 11. Other Business:** Sneed reported the next Buildings and Grounds Committee meeting will be held June 27th due to the July 4th holiday. Circuit Clerk Robbins reported he heard back from Ameresco, and the cost to add meeting rooms to the open space in the new courthouse alone is going to be around \$500,000. He said the cost to only upgrade security, the jury rooms and court rooms will be about \$715,000, which is under the \$856,000 that was approved for ARPA funding. He said he is going to ask the Finance and Budget Committee that if they plan on moving down the list of ARPA projects, his \$544,000 request for increased barriers and security for the Circuit Clerk's office is also considered. He stated this project is next on the list of ARPA projects to be approved.

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

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

Meeting adjourned at 10:42 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, May 25th, 2023

Time: 8:30 AM – County Board Room

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

Members Absent: Mark Hughes

Others Present: Tyson Holshouser, Kevin Schott, Sandy Leitheiser, Nikki Lohman, Rick Robbins, Curt Watkins, Daniel Robbins, Hugh Satterlee, Jeff Roach and Sarah McConnell

The committee met today to discuss the following:

Public Comments: None.

Coordinating Committee: Doug Donaldson, Board Chairman -

1. **Information Systems Report Update/Approval:** Information Services Manager Watkins reported his office has three of 10 PCs left to install. He stated they are also working to upgrade one of the main backup servers. He reported Sheriff Rick Robbins will speak more about the body cameras. Robbins asked Watkins to speak about the recommendation for storage of camera footage. Watkins stated he would prefer to go cloud-based. He said the finances would come out better for the county based on a five-year model. Donaldson asked how long footage would have to be kept. Watkins said he would love to keep it past 90 days. He stated six months would be fantastic, but the county is nowhere near prepared for that at this time.
2. **EMA Report Update/Approval:** EMA Director Schott reported they held a hazard mitigation plan meeting on Wednesday, May 24. He said the next meeting is scheduled for August. The deadline to submit projects for the hazard mitigation plan is June 30th. He stated submitting projects does not guarantee they will get funded. Schott also reported Sheriff Robbins graciously gave one of their old vehicles to EMA. He stated this gives each of the EMA coordinators the ability to respond to incidents from their homes.
3. **West Central Development Council/Job Center Board/CEO Board Update/Approval:** Donaldson reported he has volunteered to be the chairman of the West Central Development Council.
4. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
5. **Other Business:** Donaldson reported The Pipeline and Hazardous Materials Safety Administration (PHMSA) will be holding a presentation in Des Moines, IA. He stated he has requested if a similar presentation could be held closer to our area since Montgomery County is dealing with the CO2 pipeline as well. Treasurer Lohman asked if the upcoming mayor's meeting could be held in June since there is a surplus auction scheduled for July. Donaldson said that could be arranged.

Buildings and Grounds: Bob Sneed, Chairman:

1. **Maintenance and Cleaning Issues and Report Update/Approval:** Sneed reported the cleaning service is still cleaning the historic courthouse and he doesn't know where the money is going to come from to pay that service if this situation continues. Sheriff Robbins reported the county is paying a third of the custodian's salary who is currently out on workman's compensation. Sneed also reported the maintenance staff has been working on HVAC issues at the jail. Sneed stated Henson Robinson installed the HVAC units and they say they wired them according to Smart Watt's specifications. He said the two companies have been blaming each other for the issues. Sneed stated he has a bad feeling the county is going to have to go back to square one to resolve the issues.

2. **Sidewalks at Historic Courthouse Update/Approval:** Sneed reported the Buildings and Grounds committee will open bids for the historic courthouse sidewalk project on June 6, 2023.
3. **Interior Door Project for County Clerk's Office Update/Approval:** County Clerk Leitheiser reported she hopes to be granted money from the DCEO Energy Grant for her office's project.
4. **Soil Testing at County Farm Update/Approval:** Sneed reported they have not received the soil testing paperwork yet.
5. **New Courthouse Improvement Committee/Courthouse Improvements Update/Approval:** Sneed reported Jim Roberts will attend the next Buildings and Grounds Committee meeting to discuss this item.
6. **Old Highway Department Property Update/Approval:** Sneed reported this item is on hold for the time being. Donaldson stated they chose to add it back to the agenda to discuss the direction the county should move with the property. Sneed reported CTI reached out to him about possibly parking vehicles in the parking lot there. He said he did not know if they wanted to do this long term or temporarily, but the committee would have to discuss it further.
7. **Bidding Out Elevator Preventative Maintenance Service Agreement Update/Approval:** Nothing new to report.
8. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
9. **Other Business:** Sheriff Robbins reported he has a 1984 stove that will need to be replaced. He also stated maintenance superintendent Ernst has had to use their credit/card to purchase items. Robbins asked if an imprest account could be looked into for maintenance. Treasurer Lohman stated she is already working on it.

Development & Personnel Committee: given by Chairman Doug Donaldson -

1. **MCEDC Update/Approval:** Nothing new to report.
2. **Planning Commission Update/Approval:** Donaldson reported he will be reappointing CJ Liddell and Brian Niemann to the Planning Commission. Their terms expire at the end of June and both expressed a willingness to continue serving.
3. **Employee Health Insurance and Monthly HRA Report Update/Approval:** Nothing new to report.
4. **Animal Control Facility Update/Approval:** Nothing new to report.
5. **Animal Control Municipal Contracts Update/Approval:** Nothing new to report.
6. **EPA Report Update/Approval:** EPA Administrator Chris Daniels reported they have been busy with inspections over the last week. Young asked about the county bike trail in Waggoner. Daniels said they found out the county's right of way did not extend as far as believed and the debris on the trail has been cleared.
7. **Approve Signing FY2023 Agreement between Montgomery County and Farmersville-Waggoner Area Ambulance Service Update/Approval:** Donaldson reported the committee will vote on this item.
8. **Nextlink Broadband Internet Update/Approval:** Donaldson reported a representative from Nextlink will attend the Development and Personnel Committee meeting to talk about a possible fiber internet project in rural parts of the county. He said this will not cost the county any money.
9. **Statewide Siting of Wind & Solar Facilities – Public Act 102-1123 Update/Approval:** Nothing new to report.
10. **Solar Provider Group - Permit Application/Public Hearing and Setback Waiver Update/Approval:** Donaldson stated the public hearing was held prior to the Coordinating Committee meeting.
11. **General Abatement for G & M Vending in Schram City on Parcel ID # 17-07-106-018 Update/Approval:** Enterprise Zone Administrator Daniels reported a representative from GNM Vending visited her office to talk about incentives for the Enterprise Zone. The business is not currently in the EZ, and she told the gentleman that the county could consider a general abatement of

taxes if the village of Schram City pursued it. She stated Schram City mayor Albert Oberle requested it be put on the board's agenda, and he will attend the next Development and Personnel Committee meeting. The business will have to get approval from all of the taxing districts involved. Daniels stated there are eight or nine districts involved with that particular parcel. It would be a four year abatement based on past practice.

12. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
13. **Other Business:** Sheriff Robbins reported Deputy Scott Woods retired recently, and he has begun advertising the opening for that position. He stated he is also trying to fill two vacant telecommunicator positions.

Finance and Budget Committee: Andy Ritchie, Chairman -

1. **SOA Report Update/Approval:** Nothing new to report.
 - **Revising the Lease Application in SOA Office Update/Approval:** Nothing new to report.
 - **Proposing an Ordinance requiring the recording of Leases Update/Approval:** Nothing new to report.
2. **Capital Improvement Fund Reports Update/Approval:** Nothing new to report.
3. **Recommend Approving Resolution to Convey Deed to Parcel ID #10-03-405-011 in North Litchfield Township to Yvonne Hunt Update/Approval:** Ritchie reported there has been no update on this item.
4. **Assistant State's Attorney Position and Salary Update/Approval:** Circuit Clerk Daniel Robbins reported State's Attorney Andrew Affrunti did post the opening for the Assistant SA position.
 - **Resolution Increasing Assistant State's Attorney(s) Salary Update/Approval:** Nothing additional to report.
 - **Ordinance Amending the FY 2024 Budget Update/Approval:** Nothing additional to report.
5. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to purchase Vehicle(s) for Sheriff's Department Update/Approval:** Nothing additional to report.
6. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Vehicle Equipment for Sheriff's Department Update/Approval:** Nothing additional to report.
7. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Pagers for Montgomery County First Responders Update/Approval:** Assistant County Board Administrator David Jenkins stated a discussion was held during the last ETSB meeting about purchasing pagers for first responders in the county. He stated there was some discussion about whether or not the pagers would be paid for with a 60-40 split like the other non-county ARPA requests. He said the county board never made an official decision to pay full price for the pagers, but they budgeted to pay in full based on the estimated price at the time. Donaldson stated the board approved \$57,700 for pagers. Jenkins said that amount would cover the cost of 115 pagers based on an estimated price of \$497 per pager. Ritchie said he spoke with former ETSB chair Darrin Beckman and he believed the pagers now cost around \$700 each. Daniels called Beckman and said the pagers should cost no more than \$500 each. Lohman said the board could gift the pagers to the individual first responding agencies through the ETSB, but would need to have a signed agreement absolving the county of any maintenance or insurance costs once the pagers are picked up.
8. **Contracts and Intergovernmental Agreements for ARPA Distribution Update/Approval:**
 - A. **Intergovernmental Agreement with City of Nokomis for ARPA Distribution Update/Approval:** Ritchie reported Treasurer Lohman received a signed agreement and check for their share of the ARPA request.
9. **Ordinances Authorizing the Use of ARPA Funds for Non-County Distributions Update/Approval:**
 - A. **Ordinance Authorizing the Use of ARPA Funds to Purchase a Warning Siren for the City of Nokomis Update/Approval:** Nothing additional to report.

10. **Allocation of Remaining ARPA Funds for FY 2024 Budget Update/Approval:** Lohman asked Health Department Director Satterlee where he stood on his ARPA requests. Satterlee said the generator and panic buttons should be ready soon. He stated they are waiting on a contractor for the entrance door.
11. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
12. **Other Business:** Sheriff Robbins reported the Litchfield Police Department will be paying an increased amount for police radio and telephone services. The board will have to sign an addendum to their agreement. He also reported he received a bid for a new vehicle for the jail administrator. This will be paid for from his jail commissary line. Robbins also reported he received a grant for cameras, which have to be in place by 2025. He said the county has to front the \$100,000 to pay for them and then they will be reimbursed. Lohman reported the county will be switching banks to fulfill a statutory requirement. County Clerk Leitheiser asked the board to consider raising staff salaries.

Roads and Bridges Committee: Evan Young, Vice Chairman

1. **Illinois House Bill 2781 Increase of TBP Funds Update/Approval:** Young reported the County is at the mercy of the state on this timeline.
2. **Illinois House Bill 2505 and Senate Bill 2278 Update/Approval:** Young reported, like the previous item, we are waiting on the state.
3. **Permits issued to Navigator Heartland Greenway Update/Approval:** Nothing new to report.
4. **Upcoming Road Use Agreements Update/Approval:** Nothing new to report.
5. **Section 15-00138-00-BR – Whitetown Bridge Update/Approval:** Young reported this project should begin soon.
6. **Section 20-00145-00-PV – Coffeen Rd/7 Sisters Ave Update/Approval:** Young reported this project might be pushed to next year.
7. **Other Items:** None.

Appointments for this month's Full Board meeting: CJ Liddell and Brian Niemann to the Planning Commission

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

Meeting adjourned at 9:50 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
Development & Personnel Committee Meeting Minutes
County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Monday, June 5th, 2023

Time: 5:00 PM – County Board Room

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

Members Absent: None.

Others Present: Sandy Leitheiser, Daniel Robbins, Rick Robbins, Emily Gerl and Rick Harnish

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 presented the monthly HRA report to the committee. He also reported Assured Partners Representative Amanda Mast hopes to have some enrollment figures for the committee at next month's meeting.
3. **County Employee Salary Study Information Update/Approval:** County Board Administrator Chris Daniels presented results of the county employee salary study using updated State and Federal SOC Codes and the 2023 UCCI Salary Study to the committee. Sheriff Rick Robbins stated he believes the numbers presented are wrong. Donaldson stated the numbers are facts, and we may not like them but they are facts. Daniels stated she will continue working on the spreadsheets for next month's meeting.
4. **Animal Control Facility Update/Approval:** Animal Control Warden Gerl reported her facility had 49 cats incoming last month, and they ended the month with 18. She also reported they had 39 incoming dogs throughout the month, and ended up with 26 after adoption and fostering out the animals.
5. **Animal Control Municipal Contracts Update/Approval:** Gerl reported she still has yet to receive signed contracts from all the municipalities. She said she has a meeting scheduled with the Village of Taylor Springs for June 6th, and she also found a contract with the village of Butler that previous warden Amanda Daniels had gotten signed. Donaldson reported there is a mayor's meeting scheduled for June 28th where they can discuss the matter further.
6. **Recommend Approving Signing FY2023 Agreement between Montgomery County and Farmersville-Waggoner Area Ambulance Service Update/Approval:** Motion by Jones and second by Bergen to recommend the Full Board approve signing the FY 2023 Agreement between Montgomery County and the Farmersville-Waggoner Area Ambulance Service. All in favor, motion carried.
7. **EPA Report Update/Approval:** Daniels and Assistant David Jenkins presented the EPA report to the committee. Jenkins stated he inspected six new sites during the month of May. He said they currently have nine active sites under inspection, though one of those will likely be coming off. He said he will have more on the progress of that site during next month's meeting. He explained that open dump inspections are sites that are investigated after a complaint has been filed that a resident or business has been improperly disposing of waste. He said a cluttered property does not necessarily constitute a violation, which is why they conduct inspections after complaints are filed. Daniels reported they have been dealing with a site in Witt that has been in violation for some time and they will have to get the State's Attorney's office involved.
8. **MCEDC Update/Approval:** Hughes reported the next MCEDC meeting is scheduled for June 22. He said the MCEDC board decided to post the job opening for executive director, which he believes should have been done months ago. He reported some MCEDC board members wanted to send out bills during their last meeting, but he was opposed because the members would not be getting anything for their money at the moment. Sheriff Robbins asked if MCEDC was necessary. Hughes stated he is

still trying to figure that out. Donaldson said it would be a good idea to find out what the County is getting out of the money they are paying for. Bergen said they should request to see copies of budgets. Hughes asked the committee if they would like him to relay to the MCEDC board that the county needs out of the organization. County Clerk Leitheiser stated grant services are needed. Sheriff Robbins said they should be doing economic development, and he hasn't seen any economic development brought in by the organization. Bergen stated he believes the money will tell the tale. Hughes said he will request that information.

9. **Planning Commission Update/Approval:** Donaldson reported he will be reappointing C.J. Liddell and Brian Niemann to the Planning Commission at the full board meeting. Both of their terms expire at the end of June, and both have agreed to stay on. He said there will still be three vacancies on the commission even after these reappointments. Bergen stated he may have found someone to fill one of the vacancies, but he will have to speak with the individual first.
10. **Nextlink Broadband Internet Update/Approval:** Rick Harnish from Nextlink Internet and Phone Service gave a presentation on an opportunity for broadband internet to rural Montgomery County. He said the company has been awarded funding from different grants to bring high-speed internet to rural parts of the county. Harnish described the service as a hybrid model, utilizing both fiber and wireless assets. He said they have a six-year build timeframe. He said their initial rollout will include speeds of 500/100 megabytes per second, with the plan to upgrade to one gigabyte per second in the future. Harnish stated they are looking for support from the county in the form of letters. He also stated the county could allocate matching funding for the installation of monopoles in rural areas, though this is not a requirement. Donaldson stated they have grant money from the DCEO Energy grant that could be utilized this year, and they could plan to allocate funds for next year's grant request as well.
11. **Statewide Siting of Wind & Solar Facilities – Public Act 102-1123 Update/Approval:** This item was explained further in the following two agenda items.
12. **Recommend Approving Updated Solar Ordinance Update/Approval:** Hughes reported these two ordinances were given to board members last month for a 30-day review. **Motion by Murzynski and second by Jones to recommend the Full Board approve the updated solar ordinance. All in favor, motion carried.**
13. **Recommend Approving Updated Wind Ordinance Update/Approval:** **Motion by Jones and second by Bergen to recommend the Full Board approve the updated wind ordinance. All in favor, motion carried.**
14. **Solar Provider Group - Permit Application/Public Hearing and Setback Waiver Update/Approval:** Donaldson reported Andrew Evans from Solar Provider Group responded to Hurst-Rosche's independent review of the solar project application. He said he requested the response be forwarded back to Hurst-Rosche, and the committee could make a recommendation contingent upon their issues being resolved. **Motion by Bergen and second by Beason to recommend the Full Board approve the permit application from Solar Provider Group for the Frontier Community Solar project contingent upon the Hurst-Rosche findings being satisfied. All in favor, motion carried.**
15. **General Abatement for G&M Vending in Schram City on Parcel ID # 17-07-106-018 Update/Approval:** Enterprise Zone Administrator Daniels reported the parcel in question is not in the enterprise zone, and the general abatement would be for four years. Since it is not an enterprise zone abatement, there will be no sales tax exemption. Bergen asked if this would open a can of worms with other businesses wanting general abatements. Daniels stated the county has done general abatements before. Hughes reported the company will have to get approval from all of the taxing bodies affected and not just Montgomery County. Bergen said he is satisfied with that. **Motion by Jones and second by Beason to recommend the Full Board approve the general abatement for G&M Vending In Schram City. All in favor, motion carried.**
16. **Scheduling of Union Negotiation Meetings with Local 773 (Correctional Officers and Telecommunicators) Update/Approval:** Hughes reported the committee usually begins negotiating with the union in September, and the committee needs to have this on their radar. Robbins stated the

first meetings between the union and the committee are usually pointless becomes terms are introduced but nothing else is accomplished. He asked if the committee could exchange proposals with the union beforehand so the first meeting is more products. Donaldson stated those are typically referred to as “no nonsense negotiations.” He stated the committee could go into executive session during their next meeting to discuss proposals.

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

18. Other Business: None.

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

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

Meeting adjourned at 7:09 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, June 9th, 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: Sandy Leitheiser, Kendra Niehaus, Tyson Holshouser, Jeff Roach, Rick Robbins, Nikki Lohman and Kevin Schott

The committee met today to discuss the following:

1. **Public Comment:** None.
2. **SOA Report Update/Approval:**
 - a. **Revising the Lease Application in SOA Office Update/Approval:** Supervisor of Assessments Niehaus presented her report to the committee. She stated she would like to have lease agreements recorded in order to qualify for homestead exemptions. She said there are currently 193 leases that total \$102,996.13 in tax exemptions. She reported if leases were recorded, it would result in \$15,247 in automated recording.
 - b. **Proposing an Ordinance requiring the recording of Leases Update/Approval:** In addition to revising the leases, Niehaus reported she would like to have the board pass an ordinance requiring an electric bill recorded in the name of the individual leasing the property in order to show proof of residency. **Motion by Whitworth and second by Folkerts to recommend the Full Board approve an ordinance requiring the recording of leases starting in Fiscal Year 2024. All in favor, motion carried.** Niehaus also reported her office has recovered \$16,561.65 with the TrueRoll software so far, meaning the program has already paid for itself. Sheriff Robbins reported the SOA requested one of the old sheriff's department vehicles, and Robbins agreed to give it to her to replace the old red SOA truck. Niehaus said the old SOA truck will be given to the sheriff's office to be used as a trade in if desired.
3. **Capital Improvement Fund Reports Update/Approval:** Ritchie reported the county received a smaller check in April because the previous larger checks were a result of the mine catching up. Treasurer Lohman reported the check her office received in May was from around \$170,000, so the amounts might increase a little but coal mine representatives said to expect smaller checks for a few months while they are moving.
4. **Recommend Approving Resolution to Convey Deed to Parcel ID #10-03-405-011 in North Litchfield Township to Yvonne Hunt Update/Approval:** Ritchie reported this item was tabled from last month. Lohman stated she has not heard any update from Yvonne Hunt, but another gentleman concerned with what the property may be developed into has visited her office recently. Niehaus stated Hunt has been in her office and said she plans on having a school for those with behavioral issues in the area of the property in question. Beck said she doesn't think the board should approve the resolution conveying the deed. **Ritchie asked for a motion recommending the Full Board approve the Resolution conveying the deed to Parcel ID #10-03-405-011 in North Litchfield Township to Yvonne Hunt. No motion was made, therefore the item failed.**
5. **Recommend Approving Addendum to Intergovernmental Agreement between Montgomery County and the City of Litchfield for Police Radio & Telephone Services Update/Approval:** Robbins reported the county did 80 percent of Litchfield's dispatching prior to June 1, 2023. Robbins said the county is not picking up a lot more, but the City has agreed to pay an additional \$25,000 annually to the County, which will be effective from June 1st to December 1, 2023. The price per month based on the proposed addendum would be \$14,809. Robbins reported the county does

dispatching and police radio and telephone services for Irving, Witt and Coffeen, who should all be paying as well; however, he said he does not know how the county would go back to them and get that money since the county has been doing those services for so long without payment. **Motion by Folkerts and second by Murzynski to recommend the Full Board approve the Addendum to the Intergovernmental Agreement between Montgomery County and the City of Litchfield for Police Radio and Telephone Services. All in favor, motion carried.**

6. **Recommend Approving Purchase of Body Cameras/In-vehicle Cameras/Video Equipment/Storage for Sheriff's Department Update/Approval:** Robbins reported the State has mandated the use of body and in-vehicle cameras by 2025, and his office received a grant for cameras and equipment. He said he received a quote from Motorola for the equipment, as well as cloud-based storage for five years. He said the grant would pay for the \$13,425 in body cameras and equipment, as well as the \$86,275 for the vehicle camera equipment; however, the county would have to purchase the equipment up front and be reimbursed after the fact. In addition, the \$130,725 for storage and equipment would not be covered by this grant. Robbins said they are working on getting another grant to help pay for this part of the project, but he believes the county needs to pay for this up front as well in order to be eligible for this grant. Robbins stated Information Systems manager Curt Watkins recommended going with the cloud-based storage. Lohman stated she believes the first \$100,000 needs to be paid for using the coal transfer line since it is reimbursable. Ritchie suggested paying for the storage over a five-year period instead of all up front. He said if the grant requires it be paid for up front, they can revisit the matter. **Motion by Ritchie and second by Beck to recommend the Full Board approve purchasing body and in-vehicle cameras and equipment in the amount not to exceed \$99,700. All in favor, motion carried. Motion by Ritchie and second by Beck to recommend the Full Board approve the purchase of cloud-based storage over a 5-year period for an amount not to exceed \$130,725. All in favor, motion carried.**
7. **Assistant State's Attorney Position and Salary Update/Approval:** Lohman said she informed Chairman Donaldson that she has not heard any update on this issue. Ritchie said he has not either, but the State's Attorney could present the board with information at the full board meeting June 13th. Otherwise, the item could be taken off the agenda.
 - **Resolution Increasing Assistant State's Attorney(s) Salary Update/Approval:** Nothing additional to report.
 - **Ordinance Amending the FY 2024 Budget Update/Approval:** Nothing additional to report.
8. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to purchase Vehicle(s) for Sheriff's Department Update/Approval:** Robbins reported the vehicle will be a Dodge Durango. He stated he is getting it from Victory Lane in the amount of \$42,684. **Motion by Ritchie and second by Whitworth to recommend the Full Board approve the ordinance authorizing the use of ARPA funds to purchase a vehicle for the sheriff's department for an amount not to exceed \$42,684. All in favor, motion carried.**
9. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Vehicle Equipment for Sheriff's Department Update/Approval:** Ritchie reported this ordinance is to equip the new vehicle. **Motion by Ritchie and second by Murzynski to recommend the Full Board approve the ordinance authorizing the use of ARPA funds to purchase vehicle equipment for the sheriff's department for an amount not to exceed \$25,000. All in favor, motion carried.**
10. **Recommend Approving Ordinance Authorizing the Use of ARPA Funds to Purchase Pagers for Montgomery County First Responders Update/Approval:** EMA Director Schott reported he was approached by Ritchie to purchase pagers for first responding agencies in the county. He said State's Attorney Andrew Affrunti advised to make a single purchase to simplify the issue. Schott stated some agencies have preferences about vendors and types of pagers, so he met with Lohman and David Jenkins to discuss how to proceed. Jenkins reported the County Board approved paying \$57,500 to pay 100 percent of the pagers for the agencies, but the board has a couple different ways they can go about this. He stated they could either purchase the pagers and gift them out to each of the agencies without

utilizing multiple vendors, or they could allot amounts for each of the agencies and have them purchase their own pagers from their preferred vendors. Jenkins stated he did not believe it was Schott's responsibility to go shopping for each of the first responding agencies. He said he could see merits to both methods, but he doesn't want to move forward until the committee makes a decision. **Motion by Murzynski and second by Beck to approve allowing the first responding agencies to purchase their own pagers using ARPA funds the County provides. All in favor, motion carried.** Jenkins stated he could send the agreements out right away.

11. Contracts and Intergovernmental Agreements for ARPA Distribution Update/Approval:

A. Intergovernmental Agreement with City of Nokomis for ARPA Distribution Update/Approval: Jenkins reported the City of Nokomis sent their signed agreement and check back to the County, so the board can proceed with both the agreement and the ARPA ordinance. **Motion by Whitworth and second by Murzynski to recommend the Full Board approve signing the Intergovernmental Agreement with the City of Nokomis for ARPA Distribution. All in favor, motion carried.**

12. Ordinances Authorizing the Use of ARPA Funds for Non-County Distributions Update/Approval:

A. Ordinance Authorizing the Use of ARPA Funds to Purchase a Warning Siren for the City of Nokomis Update/Approval: Motion by Ritchie and second by Whitworth to recommend the Full Board approve the ordinance authorizing the use of ARPA funds to purchase a warning siren for the City of Nokomis for an amount not to exceed \$21,000. All in favor, motion carried.

13. Allocation of Remaining ARPA Funds for FY 2024 Budget Update/Approval: Lohman reported she wanted the board to be aware of how much ARPA money the county has in play with budget hearings coming up. She stated there is approximately \$1 million left to spend, and there are other projects on the original list that did not get approved. Donaldson stated the board could pay for a lot of the remaining items on the list with the remaining money. He asked Jenkins to go through the list and update it based on items that were not originally approved that don't need to be considered anymore because they have already been taken care of.

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

15. Other Business: Ritchie reported one item the board will take action on that didn't make today's agenda will be to approve an Imprest Account for the Maintenance Department. Lohman suggested considering dates for budget hearings since those are typically held in August. The committee agreed to hold budget hearings on August 17 and 18, 2023.

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

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

Meeting adjourned at 10:14 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 Rte 185 Hillsboro, IL 62049

Date: Wednesday, June 7th, 2023

Time: 8:30 AM – Conference Room, County Highway Dept.

Members Present: Evan Young, Connie Beck, Bill Bergen, David Loucks and Doug Donaldson

Members Absent:

Others Present: Cody Greenwood and Ethan Murzynski

The committee met today to discuss the following:

Roads & Bridges Committee:

1. **Public Comments:** None.
2. **TBP Funds Update/Approval:** Highway Engineer Greenwood thanked the members of the board for their support of the legislation increasing the amount of Township Bridge funds. He stated the changes were made as part of the budget proposal, which has passed both houses of the General Assembly and now awaits the Governor's signature. He said the state used to allot \$15 million for the entire state for Township Bridges, but that amount was increased to \$60 million. Greenwood stated the county may be able to do a couple township bridges a year, whereas they used to only do one every other year.
3. **Permits issued to Navigator Heartland Greenway Update/Approval:** Greenwood reported he has no update on this item and it can be removed from the agenda.
4. **Section 15-00138-00-BR – Whitetown Bridge Update/Approval:** Greenwood reported signs are being installed and the road will be physically closed off beginning today. The project is slated for 95 working days. He said they will probably begin the project with bridge demolition.
5. **Section 20-00145-00-PV – Coffeen Rd/7 Sisters Ave Update/Approval:** Greenwood reported they are probably looking at December letting so fall harvest will not be affected. He stated they can start moving utilities now.
6. **Other Items:** Greenwood reported they have not received their new boom mower yet, and it will probably be September before it arrives. He said the chipper has also not been picked up yet either. He also reported he met with consultants last week regarding the Walshville Bypass road, and an engineering agreement is in the works. He said he hopes to have it by the next meeting.

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

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

Meeting adjourned at 9:00 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
CO2 Sequestration Ad Hoc Committee Minutes
County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Tuesday, July 18th, 2023

Time: 5:00 pm - County Board Room

Members Present: Doug Donaldson, Connie Beck, Ken Folkerts, Mark Hughes, Chad Ruppert and John Wright

Members Absent: None.

Others Present: Kevin Schott, Sandy Leitheiser, Joe Gasparich, Ethan Murzynski, Andrew Affrunti, Kevin Brink, Greg Archibald, Jacob Riggio, Matt Blankenship, Bruce Betzold and Jim Prescott

The committee met to discuss the following:

1. **Public Comment:** Audubon Township resident Greg Archibald stated his family has been farming in the area for 132 years, and all Heartland Greenway is after is money. He also stated the approximately 34 miles the pipeline is reported to be traveling through Montgomery County does not include 10 miles in Audubon Township.
2. **Ordinance on Carbon Capture and Sequestration in Montgomery County Update/Approval:** Donaldson stated the ordinance and the Project Development Agreement are essentially the same conversation.
3. **Carbon Capture and Sequestration Project Development Agreement Update/Approval:** Donaldson reported he, Ruppert and Folkerts attended the carbon sequestration meeting held in Sangamon County on Monday, July 17. He said representatives from Heartland Greenway and members of an opposition group each gave 30 minute presentations, which were followed by comments from the public. He said he received a lot of good information from both sides, but after a while the meeting turned into a back and forth of many varying opinions. Donaldson stated one thing he learned very quickly was the board is in no way qualified to write a project development agreement (PDA) for this. State's Attorney Affrunti stated the county is on board with the same attorneys who are working with Sangamon and Logan counties on this issue. Donaldson stated they need to work on making a list of concerns to include in a potential PDA. Affrunti stated this firm filed the ICC petition to intervene and they will also help draft road use agreements for CO2 sequestration projects. Ruppert stated when CO2 is injected underground, it doesn't adhere to a property line. Representatives from Ameren attended the meeting to explain the process of injecting natural gas into the earth and how it compares to CO2. Ameren representative Jacob Riggio stated the ADM CO2 sequestration plant in Decatur has been in operation since 2014 and they are still in the development stage. Ruppert asked what pressure natural gas is injected into the ground. Riggio said it is at 1300 psi maximum. When asked what size pipe, Ameren representative Matt Blankenship said it is between 5 and 7 inches. Riggio said the max reservoir pressure is 1350 psi. Ruppert asked if they exceed 1350 psi if the gas would go outside where they wanted it to. Riggio said it would. Riggio stated IDNR, PHMSA, and ICC all monitor Ameren pipelines and wells. When asked how long Ameren has to repair leaks in a pipeline, Riggio stated they have to report the leakage immediately and then have about 20 days to get it repaired. Blankenship asked if the CO2 project will have a pressure station at the end of the laterals. Donaldson said they do not have the answer to that. Donaldson stated he believed the next meeting should include the technical staff from the Heartland Greenway project so they can discuss any concerns with the project. Ruppert stated the county does not have any regulatory options for this project like other counties have. Affrunti stated the ICC's evidentiary hearings will be held from October 17th through the 20th. EMA Director Schott reported his department's need to be prepared for the possibility that this project comes to the county. He said everything with this process is extremely technical and new. As part of their emergency response plan, he said he would like to approach

Navigator about paying for a planner for the EMA department for three to five years. Schott also stated EMA needs to have a way to get sampling from project representatives to make sure what is being injected into the ground is pure CO2 and does not have any added substances. Schott stated noise standards also need to be addressed, but he is not sure how to go about that. EMA Coordinator Gasparich stated a lot has been said about first responders will die as a result of a CO2 pipeline rupture; however, he said emergency responders will not just go running into a plume without first knowing what is in it. He said EMA must approach this scientifically. Folkerts asked about the cost of hiring an outside attorney and whether or not it is in the budget. Affrunti said the board has a line in their budget for outside attorney fees and not much has been used if it has even been used at all. Donaldson stated the committee will look at getting questions together within the next week or two, and will discuss dates for the next meeting. He said it will happen possibly the third or fourth week of August.

4. **Other Business:** None.

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

Meeting adjourned at 5:55 p.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder, Sandy Leitheiser.

Montgomery County Board

Buildings & Grounds Committee Meeting Minutes

County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Tuesday, August 1st, 2023

Time: 8:30 AM – County Board Room

Members Present: Bob Sneed, Patty Whitworth, Russell Beason, Ken Folkerts, Mark Hughes and Doug Donaldson

Members Absent: None.

Others Present: Phil Ernst, Kevin Schott, Don Downs, Daniel Robbins, Gene Mackey, Shaun Bauerle of Ameresco and Sarah McConnell

The committee met today to discuss the following:

Buildings & Grounds Committee:

- 1. Public Comments:** Hillsboro Mayor Don Downs reported he got together with City and County officials for a sod plan. He stated the initial price to cover the area on the sidewalk estimate was \$12,000 total, with the City and County each paying \$6,000. The revised plan will be for each entity to pay \$1,714.60.
- 2. Maintenance and Cleaning Issues and Report Update/Approval:** Maintenance Superintendent Ernst presented his monthly report to the committee. Sneed reported they have been preparing the grounds of the Historic Courthouse for the laying of sod. Ernst reported the Highway Department cleared posts out for the jail generator project, and they are now waiting on Hillsboro Electric. He said Hillsboro Electric owner Russ Jones said he believed he would be ready by the end of September. Ernst said he will check with Jones again.
- 3. AC Units for County Buildings Update/Approval:** Sneed reported they received bids from C and C Heating and Cooling and Neuhaus Heating and Cooling to replace the air conditioning unit for the conference room and second floor restroom of the Historic Courthouse. C and C submitted the lowest bid at \$4,160, and Sneed said they are moving forward with that. Ernst stated it is on order. Sneed also stated the committee will have to consider a plan to replace some of the older units individually instead of all at once. He said the unit that controls the cooling in the early voting room is leaking Freon; and if any unit is replaced next, it will likely be that one.
- 4. Interior Door Project for County Clerk's Office Update/Approval:** Sneed reported they are still waiting to hear back regarding the DCEO Energy Grant. Whitworth stated the announcement said 90 days from the submission deadline, which was May 31st, so it could be into August.
- 5. Old Highway Department Property Update/Approval:**
 - Abate Red Building on Old Highway Department Property Update/Approval:** Sneed reported the company that submitted the lowest bid to abate the asbestos at the old highway department building increased their price, but it is still lower than the other bids that were submitted. Donaldson said the initial bid was around \$17,000. Sneed reported the new bid was \$18,500. **Motion by Sneed and second by Beason to recommend the full board approve the bid from Cenpro Services for asbestos abatement of the old highway department building in the amount not to exceed \$18,500. All in favor, motion carried.**
 - Approve Purchase Agreement, Advertise for Bids for Seymour Avenue Surplus Property (Old Highway Department) Update/Approval:** Sneed reported they are waiting for an approved purchase agreement from the State's Attorney's office for the old highway department property.
- 6. New Courthouse Renovation from Ameresco Update/Approval:** Circuit Clerk Robbins reported the entire renovation project for the new Courthouse was initially estimated at \$1.4 million. After revising the plan, Robbins stated the updated cost is \$1,128,903, and he is requesting that amount be

paid for with ARPA money. Assistant Coordinator David Jenkins stated Robbins was approved for \$856,000 for the project, but he is next on the list of projects that were not approved and there is money available. Donaldson said the Finance and Budget Committee will have to discuss the matter as well since ARPA money is involved. **Motion by Beason and second by Hughes to recommend the full board approve the new courthouse renovation project for an amount not to exceed \$1,128,903, contingent on the Finance and Budget Committee's recommendation. All in favor, motion carried.**

7. Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)
8. **Other Business:** Whitworth reported she will soon have a conflict with the date and time of this committee's meetings as she has taken on childcare responsibilities on Tuesdays and Thursdays. She said she spoke with Connie Beck, who volunteered to switch committee assignments with her. Whitworth would serve on the Roads and Bridges Committee and Beck would serve on Buildings and Grounds. Whitworth stated she spoke to both Committee chairpersons as well as board chair Donaldson. The Full Board will have to approve the changes.

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

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

Meeting adjourned at 9:10 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, July 27, 2023

Time: 8:30 AM – County Board Room

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

Members Absent: None.

Others Present: Kevin Schott, Cody Greenwood, Sandy Leitheiser, Jeff Roach, Andrew Affrunti, Dan Hough, Tonya Flannery, Sarah McConnell, Kathy Johnson, Pat Pope and Linda Hocking

Public Comments: Kathy Johnson from the Panhandle Picklers addressed the committee requesting they be allowed to address one of the other working committees about the potential renovation of pickleball courts. Johnson stated she does not know if the county currently has money or would be able to provide money in the future that would go towards this renovation project. She said even if money is not available, she would like to discuss other opportunities with this. The estimated cost is between \$75,000 and \$80,000. She said the reason it is so high is because that estimate includes tearing out the old concrete. Currently, Johnson stated they also have eight to twelve people who play in Raymond three times a week, and they currently only have one court. Linda Hocking stated the court is also not level.

Coordinating Committee: Doug Donaldson, Board Chairman -

1. **Information Systems Report Update/Approval:** Nothing new to report.
2. **EMA Report and Hazard Mitigation Plan Update/Approval:** EMA Director Schott reported he will be meeting with representatives from Heartland Greenway, where he expects grant information to be presented.
3. **West Central Development Council/Job Center Board/CEO Board Update/Approval:** Donaldson reported they met on July 20th and will meet again October 19. He said they are looking for representatives of businesses in the area to serve on the board. He also reported West Central is in need of two offices. He said the current space they occupy is more than they need.
4. **CO2 Sequestration Ad Hoc Committee Update/Approval:** Donaldson reported they met July 18th, which was the day after some members of the county attended a meeting in Sangamon County regarding CO2 sequestration. He stated that meeting contained people speaking in support of the project as well as against, with many speaking on the latter. Hughes asked what the people in favor of the project were saying. Donaldson stated it was mostly about the number of union jobs it will bring to the area. Donaldson stated the tentative date for the next CO2 sequestration committee meeting is August 22.
5. **FOIA Officer Appointment Update/Approval:** Nothing new to report.
6. **Committee Member Assignments Update/Approval:** Donaldson reported Patty Whitworth has a conflict with serving as a childcare provider for her family and needs to move off the Buildings and Grounds committee. He said she and Connie Beck, who serves on Roads and Bridges, have agreed to switch committees. Sneed and Murzynski both said they were made aware of the situation and did not have issues with it.
7. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** *(not needed)*
8. **Other Business:** None.

Buildings and Grounds: Bob Sneed, Chairman:

1. **Maintenance and Cleaning Issues and Report Update/Approval:** Sneed reported the custodian continues to be out and the cleaning company continues to clean the old courthouse and jail.

2. **AC Units for County Buildings Update/Approval:** Sneed reported the air conditioning unit for the conference room and second floor restroom of the Historic Courthouse has gone out and will need to be replaced.
3. **Interior Door Project for County Clerk's Office Update/Approval:** County Clerk Leitheiser reported they are still waiting to hear back about the energy grant.
4. **Old Highway Department Property Update/Approval:**
 - **Abate Red Building on Old Highway Department Property Update/Approval:** Sneed reported the committee will review an updated bid for abatement of the old highway department office building.
 - **Advertise for Bids for Seymour Avenue Surplus Property (Old Highway Department) Update/Approval:** Sneed reported they are waiting for a purchase agreement from the State's Attorney's office. State's Attorney Affrunti said he should have time to work on it this week.
5. **New Courthouse Renovation from Ameresco Update/Approval:** Sneed reported Circuit Clerk Robbins will present information on this project at the Buildings and Grounds Committee meeting. Ritchie noted it is on the finance agenda as well. Assistant Coordinator David Jenkins said that is because it deals with ARPA money, and the Finance Committee will have to discuss it as well.
6. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
7. **Other Business:** Sneed reported the sidewalks have been completed. He said they are going to put sod down on the ground, and they will try to have that completed before Old Settlers.

Development & Personnel Committee: Mark Hughes, Chairman -

1. **Employee Health Insurance and Monthly HRA Report Update/Approval:** Nothing new to report.
2. **Animal Control Facility Update/Approval:** Nothing new to report.
3. **Animal Control Municipal Contracts Update/Approval:** Young stated he heard changes were made to the municipal contracts, but he couldn't remember if those changes were approved by the board. The change he referenced was the opt-out after one year. Hughes said he brought that to the board for approval before making those changes.
4. **MCEDC Update/Approval:** Hughes reported there will be an MCEDC meeting tonight at 5:30 p.m. and he has a list of questions to ask.
5. **Nextlink Broadband Internet Update/Approval:** Donaldson reported Rick Harnish is no longer with Nextlink, but company officials have assured him that the transition will be seamless.
6. **Vistra Energy – Coffeen Solar Project Permit Application Update/Approval:** Hughes reported he gave the Vistra Energy application to Hurst-Rosche engineers for them to review independently. He stated the application is vast. Young asked if the application says anything about battery storage. Hughes said he did not know the answer to that question. Ritchie said he knows some landowners around the Vistra property have been approached about battery storage, so it has been a topic of discussion. Schott asked if Vistra gave a reason why they took the weather radio antenna down. He said not having a weather radio is a concern. Affrunti said he will forward the company's contact information to Schott.
7. **Revisions to Personnel Manual Update/Approval:**
 - **Illinois Law for Additional Time Off Update/Approval:** Hughes reported the governor signed a bill into law requiring employers to provide at least 40 hours of paid time off, which he said is being interpreted as personal time. Affrunti said he thought the county was fine as is. Hughes said Treasurer Nikki Lohman was informed at a conference that the time off does not include vacation or sick time. Jenkins said the reasoning behind that is because vacation time can be denied, whereas personal time cannot be.
8. **Scheduling of Union Negotiation Meetings with Local 773 (Correctional Officers and Telecommunicators) Update/Approval:** Hughes reported they will meet in September.
9. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**

10. **Other Business:** Tonya Flannery from the City of Litchfield addressed the committee about a possible Community Development Block Grant for the County. She said the grant is part of the Illinois Department of Commerce and Economic Opportunity Coronavirus Business Resiliency program. She said one of the requirements to submit a grant application is an agency must have applied for a CDBG within the last six years; however, the county could enter into an intergovernmental agreement with another agency, who would then serve as the lead agency. Flannery reported there is no limit to the number of businesses who can be included in this grant, and businesses that are approved would then be eligible for up to \$20,000. Young asked if hospitals would qualify. Flannery stated it would depend on how they are set up. Ritchie stated he would like to see the county enter into an IGA. Hughes said he will speak with the MCEDC at their meeting this evening about it.

Finance and Budget Committee: Andy Ritchie, Chairman -

1. **SOA Report Update/Approval:** Ritchie reported Supervisor of Assessments Kendra Niehaus will present her report at the next meeting.
 - **Revising the Lease Application in SOA Office Update/Approval:** Nothing new to report.
 - **Proposing an Ordinance requiring the recording of Leases Update/Approval:** Nothing new to report.
2. **Capital Improvement Fund Reports Update/Approval:** Ritchie reported they will have a report for the next committee meeting.
3. **FY 2024 Budget Update/Approval:** Ritchie reported a schedule for meetings with Bellwether and Department Heads scheduled for August 14th has been sent out. Highway Engineer Greenwood asked if the memo with budget information had been sent out yet. Affrunti said Bellwether sent budget packet information out. Greenwood said he did not see anything about the EAV, which he needs for his budget. Donaldson said he will have Niehaus send it to all department heads and those in charge of filling out budgets.
4. **Deer Creek Property Request Update/Approval:** Ritchie reported the committee agreed not to take action until hearing from the woman interested in purchasing properties in this area.
5. **New Courthouse Renovation from Ameresco Update/Approval:** Nothing additional to report.
6. **Department Head/Board Member Meeting for Budget Update/Approval:** Nothing additional to report.
7. **Resolution to Convey Deed for Parcel ID #15-04-253-013 in South Litchfield Township to the City of Litchfield Update/Approval:** Ritchie reported this will be discussed during the Finance and Budget Committee meeting.
8. **Resolution to Convey Deed for Parcel ID #15-05-226-012 in South Litchfield Township to the City of Litchfield Update/Approval:** Ritchie reported this will be discussed during the Finance and Budget Committee meeting.
9. **Resolution to Convey Deed for Parcel ID #10-32-458-012 in North Litchfield Township to the City of Litchfield Update/Approval:** Ritchie reported this will be discussed during the Finance and Budget Committee meeting.
10. **Resolution to Convey Deed for Parcel ID #10-33-318-002 in North Litchfield Township to the City of Litchfield Update/Approval:** Ritchie reported this will be discussed during the Finance and Budget Committee meeting.
11. **Approve Signing an Intergovernmental Agreement with the Coffeen Fire Protection District for Pagers in the amount not to exceed \$3,000 from ARPA funds Update/Approval:** Ritchie reported this will be discussed during the Finance and Budget Committee meeting.
12. **Ordinance Authorizing the Use of ARPA Funds to Purchase Pagers for the Coffeen Fire Protection District in the amount not to exceed \$3,000 Update/Approval:** Ritchie reported this will be discussed during the Finance and Budget Committee meeting.

13. **Approve Signing an Intergovernmental Agreement with the Nokomis Fire Protection District for Pagers in the amount not to exceed \$2,500 from ARPA funds Update/Approval:** Ritchie reported this will be discussed during the Finance and Budget Committee meeting.
14. **Ordinance Authorizing the Use of ARPA Funds to Purchase Pagers for the Nokomis Fire Protection District in an amount not to exceed \$2,500 Update/Approval:** Ritchie reported this will be discussed during the Finance and Budget Committee meeting.
15. **Approve Signing an Intergovernmental Agreement with the Shoal Creek Fire Protection District for Pagers in the amount not to exceed \$3,000 from ARPA funds Update/Approval:** Ritchie reported this will be discussed during the Finance and Budget Committee meeting.
16. **Ordinance Authorizing the Use of ARPA Funds to Purchase Pagers for the Shoal Creek Fire Protection District in an amount not to exceed \$3,000 Update/Approval:** Ritchie reported this will be discussed during the Finance and Budget Committee meeting.
17. **Approve Signing an Intergovernmental Agreement with the City of Hillsboro Ambulance Services for Pagers in the amount not to exceed \$5,000 from ARPA funds Update/Approval:** Ritchie reported this will be discussed during the Finance and Budget Committee meeting.
18. **Ordinance Authorizing the Use of ARPA Funds to Purchase Pagers for the City of Hillsboro Ambulance Services in an amount not to exceed \$5,000 Update/Approval:** Ritchie reported this will be discussed during the Finance and Budget Committee meeting.
19. **Allocation of Remaining ARPA Funds for FY 2024 Budget Update/Approval:** Ritchie reported the board will have to decide how to proceed with funding additional ARPA projects. He said he received a request from Greenwood to still be considered for one new shed. Greenwood said he will take whatever the board is willing to give him.
20. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
21. **Other Business:** None.

Roads and Bridges Committee: Ethan Murzynski, Chairman

1. **Section 15-00138-00-BR Red Ball Trail Bridge Update/Approval:** Greenwood reported construction continues to move on.
2. **Section 20-00145-00-PV Coffeen Rd./Seven Sisters Intersection Update/Approval:** Murzynski said this item can probably be taken off the agenda until they address bid letting in December.
3. **Upcoming Road Use Agreements Update/Approval:** Murzynski reported he and Greenwood met with Brown, Hayes and Stevens about possible road use agreements. Greenwood said he has received more permit requests lately than he ever has before. Murzynski said the law firm recommended not doing anything with the permits for CO2 sequestration projects until after the ICC makes their decision in February. He also stated the firm said the CO2 companies could submit a road use agreement and the county could look at it.
4. **Location of Potential Used/Waste tire pickup Update/Approval:** Coordinator Chris Daniels said she was putting in a request to the Illinois EPA to host a used/waste tire pickup for township and road districts in the county, but needs to know if they could be picked up at the new highway department. She said pickups were previously held at the old property, but now that the county is in the process of getting rid of it, she needs a new location. Greenwood stated they could put the new highway department address down. Daniels said the last time she requested it, it took about a year and a half to get approved.
5. **Other Business:** None.

Appointments for this month's Full Board meeting: Larry Meisner to Harvel #2 Drainage District

Motion to Adjourn by Hughes and second by Sneed. 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
Development & Personnel Committee Meeting Minutes
County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Monday, July 31st, 2023

Time: 5:00 PM – County Board Room

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

Members Absent: Chad Ruppert

Others Present: Daniel Robbins, Sandy Leitheiser, Andrew Affrunti, Tonya Flannery, Sara McConnell, Nikki Lohman, Brad Jansen from Nokomis and Amanda Mast

The committee met today to discuss the following:

1. **Public Comment:** Brad Janssen of Nokomis addressed the committee regarding the pool renovation project in Nokomis and they are looking for help with funding. It was built in the early 1960's and has many leaks. They have been fund raising for the project. Mark Hughes responded that he talked with grant writer Dan Rogers and we are done with the energy grant.
2. **Employee Health Insurance and Monthly HRA Report Update/Approval:** Amanda Mast gave her report and presented updated employee health insurance plans with and without an HRA. Fifty percent of the claims were discounted by United Health Care and so far they have paid out \$540,000 in claims and \$457 was received in premiums.
3. **Animal Control Facility Update/Approval:** Treasurer Lohman reported there is not enough money left in the Vanek estate to cover the animal control shortfall for next year. Lohman said there is \$176,000 budgeted to transfer this year and \$80,000 will be left in the Vanek Estate for FY 2024. Lohman reported she hasn't transferred the County's \$7,500 yet to animal control. Gerl reported there are 30 animals down there now, her assistant is leaving and she is terminating an employee next week. Gerl stated that Veterinary costs are up and emergency situation are 10 times the price. Gerl said they received a call for a dog on the highway and it had a broken femur and another dog came in that had parvo and exposed the facility. Beason stated costs went up and revenue is down. Leitheiser suggested looking at a procedure for collecting rabies tag fees and monitoring it. Affrunti suggested determining the cost per day to run the shelter. Beason said animal control needs enforced because it is public safety. Sheriff Robbins said more employees would be needed to enforce this. Bergen said we need to put on a tax to cover animal control and charge municipalities. Beason said that Hillsboro and Litchfield are not paying their fair share. Lohman and Affrunti replied that you cannot levy for animal control. Affrunti suggested looking at and possibly changing procedures and make sure things are followed. Gerl said the county board is her boss. Affrunti said that each office makes procedures. Gerl was asked how long animals are at the facility and she responded she has a couple of dogs there about a year and it is a horrible life. Gerl said she is going to a euthanasia class in a couple of weeks which could save on vet fees. Jones asked if they give other shots to the animals and Gerl responded we do give everything but rabies shots. The Vet has to do those by law. Beason said we shouldn't pay through the nose to keep dogs there no one wants and the committee discussed different time limits. Hughes stated this is a discussion for another time. The committee then discussed where to cut expenses for the \$113,000 deficit projected for next year. They talked about cutting the Veterinary expense line item and taking the deficit half out of coal money and half out of the Vanek estate. Gerl said she can do a new assessment for what the county should charge. **Motion by Jones and second by Bergen to recommend to the Finance Committee to use half coal funds and half Vanek Estate money to fund the shortfall for animal control for FY 2024. All in favor, motion carried.**
4. **Animal Control Municipal Contracts Update/Approval:** No new contracts were received. Leitheiser asked Gerl again for a copy of the signed contract with the Village of Butler.

5. **MCEDC Update/Approval:** Hughes reported they didn't have a meeting. Sara McConnell and Katie Wilson will be conducting interviews for the three applicants that applied for the MCEDC Director Position. They hope to have the position filled by Friday.
6. **Nextlink Broadband Internet Update/Approval:** Donaldson reported the he, Clerk Leitheiser and Coordinator Daniels had a phone conference with Nextlink and they assured us they are still very much interested in working with Montgomery County for rural broad band. The employee that we were working with is no longer with the company but Nextlink is still committed to working with us. Nextlink now has an office in Morrisonville to begin hiring employees.
7. **Vistra Energy – Coffeen Solar Project Permit Application Update/Approval:**
 - **Recommend Approving Independent Engineering Contract for Coffeen Solar Project Permit Application Update/Approval:** Donaldson reported we received a solar application from VISTRA Energy for the former Coffeen power plant. We received a proposal from Hurst-Rosche Engineers to conduct the review of the application in the amount of \$2,500. **Motion by Jones and second by Russ Beason to recommend the approval of the proposal from Hurst-Rosche Engineers to perform the review in the amount of \$2,500. All in favor, motion carried.** Daniels reported they want a timeline for the public hearing and we are tentatively setting it for the next Coordinating Committee meeting on August 31st, at 8:15 am.
8. **Revisions to Personnel Manual Update/Approval:**
 - **Illinois Law for Additional Time Off Update/Approval:** Treasurer Lohman reported on some information she received from the ICRMT Attorney regarding the need to look at the “Paid Leave for All Workers Act” signed into law and takes effect January 1st, 2024. This provides employees with up to 40 hours of paid leave during a 12-month period to be used for any reason. States Attorney Affrunti stated that this does not apply to Montgomery County because we offer paid time off. The legislation for this issue will need to be researched further. Affrunti said the board needs to pass a resolution to adopt the Employee manual.
9. **Illinois DCEO Community Development Block Grant Update/Approval:** City of Litchfield Economic Director Tonya Flannery addressed the committee regarding a new DCEO Community Development Block Grant being offered called the “Illinois Coronavirus Business Resiliency Grant that will provide up to \$20,000 to businesses that have not received any Covid assistance. There is no cap on the number of businesses that apply. This money can be used for businesses that had to purchase plexi glass, tent rental, automatic doors etc. during Covid. Flannery further explained that only one application is allowed per County and she asked if the County was interested in applying for the DCEO grant. One of the stipulations is that the application would have applied for a CDBG grant in the past six years and the County has not. Litchfield has met that requirement and Flannery would have to have permission from her City council to apply for other businesses in Montgomery County other than Litchfield. Flannery plans to apply for Litchfield businesses regardless. Flannery stated the grant does allow for administrative fees to be reimbursed.
10. **Panhandle Picklers Pickleball Courts Update/Approval:** Mark Hughes stated the timeframe for any additional funding opportunities has expired.
11. **Scheduling of Union Negotiation Meetings with Local 773 (Correctional Officers and Telecommunicators) Update/Approval:** Sheriff Robbins stated he spoke to Union Local 773 to plan negotiations for upcoming Personnel meetings.
12. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
13. **Other Business:** Sheriff Robbins reported he had researched FMLA guidelines in the previous employee handbook. The previous handbook had where the department head would start the timeline for an employees' FMLA after they were off for three consecutive days. Somehow that was taken out of the manual and he feels it needs to be put back in. Robbins also reported one Telecommunicator is retiring and he is short two corrections officers due to a resignation. A new deputy was hired and needs trained.

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

Motion to Adjourn by Jones and second by Beason. 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
County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Friday, August 4th, 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: Kendra Niehaus, Rick Robbins, Sandy Leitheiser, Daniel Robbins, Andrew Affrunti, Sarah Martin, Jeff Tuxhorn, Kate Tuxhorn, Gene Mackey and Mark Hughes

The committee met today to discuss the following:

1. **Public Comment:** Country Bend Campground owner Jeff Tuxhorn reported he was going to close on the properties owned by the Mission Bible Training Center after the meeting. He said he currently owns the access roads to all the properties in that area, and he would have the remaining parcels landlocked. Tuxhorn stated there are 19 acres total and he will own 13 acres. If the board chooses to reject the deeds on the agenda today and he was to purchase them, he said he would then own 17 of the 19 acres. Kate Tuxhorn stated they plan on making the properties an extension of their existing campground.
2. **SOA Report Update/Approval:** Supervisor of Assessments Niehaus presented her report to the committee. She stated she had previously requested the board approve an ordinance allowing her office to require the recording of leases in order for residents to qualify for homestead exemptions. She said after consulting with other Supervisors of Assessments and State's Attorney Affrunti, she does not need the board to pass an ordinance as Illinois Statute allows her to implement policy. Affrunti said he agrees and is good with this. Niehaus also requested a digitizing project be added to the ARPA list; however, Ritchie stated they already have a full list that is closed. Assistant Coordinator David Jenkins stated she could look into being included in the next round of funds for the energy grant, which will likely be addressed again this fall or winter.
3. **Capital Improvement Fund Reports Update/Approval:** Treasurer Lohman presented the capital improvement report to the committee. In it, she noted that in addition to coal royalties, the county will build its reserve through investments.
4. **FY 2023 Agreement with Hillsboro Area Ambulance Service Update/Approval:** Motion by Whitworth and second by Beck to recommend the Full Board approve the FY 2023 agreement with Hillsboro Area Ambulance Service. All in favor, motion carried.
5. **Deer Creek Property Request Update/Approval:** Treasurer Lohman reported the board is allowed to reject the deeds if they believe it is in the best interest of the county. Motion by Loucks and second by Beck to deny conveying the deeds in agenda items 6 through 25. All in favor, motion carried.
6. **Resolution to Convey Deed to Parcel ID #10-03-402-001, 007 and 017 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
7. **Resolution to Convey Deed to Parcel ID #10-03-402-018, 019 and 020 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
8. **Resolution to Convey Deed to Parcel ID #10-03-402-021, 022 and 023 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
9. **Resolution to Convey Deed to Parcel ID #10-03-402-024, 10-03-403-002, and 10-03-403-003 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.

10. **Resolution to Convey Deed to Parcel ID #10-03-403-004, 005 and 006 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
11. **Resolution to Convey Deed to Parcel ID #10-03-403-008, 009 and 010 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
12. **Resolution to Convey Deed to Parcel ID #10-03-403-011, 013 and 018 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
13. **Resolution to Convey Deed to Parcel ID #10-03-403-019, 10-03-404-002, and 10-03-404-004 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
14. **Resolution to Convey Deed to Parcel ID #10-03-404-005, 007 and 008 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
15. **Resolution to Convey Deed to Parcel ID #10-03-404-009, 10-03-405-002, and 10-03-405-003 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
16. **Resolution to Convey Deed to Parcel ID #10-03-405-005, 006 and 009 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
17. **Resolution to Convey Deed to Parcel ID #10-03-405-013, 016 and 017 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
18. **Resolution to Convey Deed to Parcel ID #10-03-405-019, 021 and 036 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
19. **Resolution to Convey Deed to Parcel ID #10-03-406-007, 012 and 013 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
20. **Resolution to Convey Deed to Parcel ID #10-03-407-002, 10-03-407-003, and 10-3-405-030 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
21. **Resolution to Convey Deed to Parcel ID #10-03-405-032, 033 and 035 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
22. **Resolution to Convey Deed to Parcel ID #10-03-408-002, 004 and 011 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
23. **Resolution to Convey Deed to Parcel ID #10-03-408-012, 013 and 018 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
24. **Resolution to Convey Deed to Parcel ID #10-03-408-019, 021 and 022 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
25. **Resolution to Convey Deed to Parcel ID #10-03-408-023, 037 and 040 in North Litchfield Township to Halo House Schools C/O Yvonne Hunt Update/Approval:** Nothing additional to report.
26. **Resolution to Convey Deed for Parcel ID #15-04-253-013 in South Litchfield Township to the City of Litchfield Update/Approval:** Motion by Ritchie and second by Beck to recommend the

Full Board approve the Resolution to Convey Deed for Parcel ID #15-04-253-013 in South Litchfield Township to the City of Litchfield. All in favor, motion carried.

27. Resolution to Convey Deed for Parcel ID #15-05-226-012 in South Litchfield Township to the City of Litchfield Update/Approval: Motion by Ritchie and second by Beck to recommend the Full Board approve the Resolution to Convey Deed for Parcel ID #15-05-226-012 in South Litchfield Township to the City of Litchfield. All in favor, motion carried.
28. Resolution to Convey Deed for Parcel ID #10-32-458-012 in North Litchfield Township to the City of Litchfield Update/Approval: Motion by Ritchie and second by Whitworth to recommend the Full Board approve the Resolution to Convey Deed for Parcel ID #10-32-458-012 in North Litchfield Township to the City of Litchfield. All in favor, motion carried.
29. Resolution to Convey Deed for Parcel ID #10-33-318-002 in North Litchfield Township to the City of Litchfield Update/Approval: Motion by Ritchie and second by Whitworth to recommend the Full Board approve the Resolution to Convey Deed for Parcel ID #10-33-318-002 in North Litchfield Township to the City of Litchfield. All in favor, motion carried.
30. Approve Signing an Intergovernmental Agreement with the Coffeen Fire Protection District for Pagers in the amount not to exceed \$3,000 from ARPA funds Update/Approval: Jenkins reported he has not received this agreement yet, so this item cannot be acted upon at this time. It will be left on the agenda in case it comes in by Tuesday's board meeting.
31. Ordinance Authorizing the Use of ARPA Funds to Purchase Pagers for the Coffeen Fire Protection District in the amount not to exceed \$3,000 Update/Approval: Nothing additional to report.
32. Approve Signing an Intergovernmental Agreement with the Nokomis Fire Protection District for Pagers in the amount not to exceed \$2,500 from ARPA funds Update/Approval: Nothing additional to report.
33. Ordinance Authorizing the Use of ARPA Funds to Purchase Pagers for the Nokomis Fire Protection District in an amount not to exceed \$2,500 Update/Approval: Nothing additional to report.
34. Approve Signing an Intergovernmental Agreement with the Shoal Creek Fire Protection District for Pagers in the amount not to exceed \$3,000 from ARPA funds Update/Approval: Motion by Ritchie and second by Folkerts to recommend to Full Board approve signing the Intergovernmental Agreement with the Shoal Creek Fire Protection District for pagers in the amount not to exceed \$3,000 from ARPA funds. All in favor, motion carried.
35. Ordinance Authorizing the Use of ARPA Funds to Purchase Pagers for the Shoal Creek Fire Protection District in an amount not to exceed \$3,000 Update/Approval: Motion by Ritchie and second by Young to recommend the Full Board approve the ordinance authorizing the use of ARPA funds to purchase pagers for the Shoal Creek Fire Protection District in an amount not to exceed \$3,000. All in favor, motion carried.
36. Approve Signing an Intergovernmental Agreement with the City of Hillsboro Ambulance Services for Pagers in the amount not to exceed \$5,000 from ARPA funds Update/Approval: Motion by Ritchie and second by Loucks to recommend the Full Board approve signing the contract with the Hillsboro Area Ambulance Service for pagers in the amount not to exceed \$5,000 from ARPA funds. All in favor, motion carried.
37. Ordinance Authorizing the Use of ARPA Funds to Purchase Pagers for the City of Hillsboro Ambulance Services in an amount not to exceed \$5,000 Update/Approval: Motion by Ritchie and second by Young to recommend the Full Board approve the ordinance authorizing the use of ARPA funds to purchase pagers for the Hillsboro Area Ambulance Service in an amount not to exceed \$5,000. All in favor, motion carried.
38. New Courthouse Renovation from Ameresco Update/Approval: Circuit Clerk Daniel Robbins reported the final plans have been drawn up for the Historic Courthouse, and the revised total is going to be \$1,128,903. Young asked what the timeline would be for the project. Ameresco representative

Gene Mackey stated it would depend on how they would be able to work around the court schedule, but they should be able to complete the project by the fall of 2024. Sheriff Rick Robbins asked when the start date would be. Mackey said sometime within the next 60 days. State's Attorney Affrunti said they have no trials scheduled for December. **Motion by Whitworth and second by Beck to recommend the Full Board approve the new courthouse renovation project to be paid for with ARPA funds for an amount not to exceed \$1,128,903. All in favor, motion carried.**

39. **Ordinance Authorizing the Use of ARPA Funds to Pay for New Courthouse Renovation Update/Approval:** Affrunti said the full board will have to approve the contract with Ameresco during their meeting on August 8.
40. **Allocation of Remaining ARPA Funds for FY 2024 Budget Update/Approval:** Donaldson reported he spoke with Highway Engineer Cody Greenwood and they will not be able to have two buildings constructed by the ARPA deadline in 2026. After discussing the issue, Donaldson said they came to an agreement to decrease the request to \$450,000 for a new building. Based on a spreadsheet Jenkins put together, this would allow the county to fund most of the projects on the list, with the exception of the Crossover Living Room, Probation Doors, Litchfield Cellbrite, Schram City Water lines, and the Litchfield Patrol Boat. He said this is also contingent on the county not paying the \$180,000 for the Nokomis-Witt Area Ambulance. Affrunti said he thought the committee agreed to send out letters asking if the other agencies still needed their requested projects for their respective amounts. Jenkins said he did not know he was supposed to send out letters. Affrunti said they need to have in writing whether or not the agencies are still in need of their requests. He said the letters should also be sent by certified mail to make sure the recipients get them. Jenkins said he will work on that.
41. **Department Head/Board Member Meeting for Budget Update/Approval:** Lohman reported a meeting has been scheduled with Department heads and Bellwether representatives for August 14. She said she and Ritchie will be in attendance, but Bellwether has suggested another Finance Committee member and a non-finance board member also attend. She said this is not an open public meeting. Donaldson said he and Ritchie could discuss who else to have involved in the meeting.
42. **FY 2024 Budget Update/Approval:** Nothing new to report.
43. **University of Illinois Extension FY 2025 Budget Update/Approval:** University of Illinois Extension Interim Director Sarah Martin presented their budget to the committee. Martin reported she is filling the role previously held by Amanda Cole, who took a new job as of August 1. Martin stated they are requesting their levy be increased to \$157,000, which is a 4.37 percent increase. Beck stated they have not increased their levy in about 11 years. **Motion by Beck and second by Whitworth to recommend the Full Board approve the Fiscal Year 2025 budget from the University of Illinois Extension. All in favor, motion carried.**
44. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
45. **Other Business:** Circuit Clerk Robbins stated he will need to request an extension on his audit because it is not complete yet. He also stated he needs clarification on his budget and whether or not to increase his salary six percent like the other non-union county employees. He said his salary does not fall into the same category as other elected officials based on an Attorney General's opinion. Affrunti confirmed it was decided in a case law. Lohman said the board will also need to discuss the animal control budget, as the Vanek Estate is going to run out during FY 2024. Based on the estimated shortfall, she said the board will need to decide how to fund the program once the Vanek money runs out. She said the Development and Personnel Committee recommended funding it with a 50/50 split between the general fund and coal money. Lohman also asked if \$7,500 was a fair amount for the county to pay for animal control based on the unincorporated parts of the county. Lohman also reported the board will need to consider an ordinance regarding indemnity funds, as counties in other states are getting sued.

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

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

Meeting adjourned at 10:56 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 Rte 185 Hillsboro, IL 62049

Date: Wednesday, August 2nd, 2023 **Time:** 8:30 AM – Conference Room, County Highway Dept.

Members Present: Ethan Murzynski, Bill Bergen, Connie Beck, David Loucks, Chad Ruppert 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 currently working on grading, and they have started laying rip rap. He stated they are tentatively scheduled to pre cast deck beams on August 9th.
3. **H.R. 3372 proposal in Congress to raise the federal weight limit of heavy trucks**
Update/Approval: Greenwood reported a bill is being discussed in congress that would introduce a 10-year pilot program instituting a 91,000 pound weight limit for trucks. He said this would be an increase of 14 percent. He said the county roads are still not up to the current 80,000 pound limit yet. Greenwood reported the Coalition Against Bigger Trucks (CABT) is the leading opposition group to this legislation. He said the National Association of County Engineers and the Sheriff's Association are also backing the opposition.
4. **Upcoming Road Use Agreements Update/Approval:** Greenwood reported the need for road use agreements with the number of projects coming down the line. Those include the Heartland Greenway Carbon Sequestration, UKA Energy Wind Farm, Vistra solar farm, Solar Provider Group solar farm and the Frontier Community Solar projects.
5. **Other Items:** Donaldson stated he would like to recognize the highway department for their help preparing the grounds around the Historic Courthouse for the laying of sod. He said they and the city have been working together to get the area ready for the sod to be laid.

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

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

Meeting adjourned at 9:01 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
Buildings & Grounds Committee Meeting Minutes
County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Tuesday, September 5th, 2023

Time: 8:30 AM – County Board Room

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

Members Absent: None.

Others Present: Phil Ernst, Daniel Robbins, Nikki Lohman and Sarah McConnell

The committee met today to discuss the following:

Buildings & Grounds Committee:

1. **Public Comments:** None.
2. **Maintenance and Cleaning Issues and Report Update/Approval:** Sneed reported Maintenance Superintendent Ernst came into work this morning to two compressors being down on the chiller at the New Courthouse. Ernst stated he got it back up and running with three small compressors. He said someone from Johnson Controls is going to try to get here. Sneed also reported the sod around the Historic Courthouse was mowed for the first time. He also stated National Maintenance continues to do custodial work at the jail and Historic Courthouse while the custodian is out. Ernst reported the fridge in the break room on the second floor of the Historic Courthouse went down and had to be replaced. He also stated C and C Heating and Cooling replaced the air conditioner that controlled the conference room and restroom on the second floor. Also, Ernst reported Wareham's Security must come for elevator inspections starting this year based on a new law that was passed.
3. **Tuck Pointing at VAC Building Update/Approval:** Sneed reported this will be put off for a month because the bids that were submitted were not for identical work. He said he wants tuck pointing the north steps of the Historic Courthouse included in the bids.
4. **Interior Door Project for County Clerk's Office Update/Approval:** Sneed reported we are waiting for the State's Energy Grant for this project.
5. **Old Highway Department Property Update/Approval:**
 - **Approve Purchase Agreement, Advertise for Bids for Seymour Avenue Surplus Property (Old Highway Department) Update/Approval:** Sneed reported we are waiting to hear back from the State's Attorney before moving forward with this. He said abatement of the building is scheduled for this fall, and State's Attorney Andrew Affrunti has the details they want included in a purchase agreement.
6. **Elevator Preventative Maintenance Service Agreement Update/Approval:** Sneed reported we initially planned on putting this agreement out for bid this November/December; however, it was recently revealed our current contract does not expire until February of 2025. Therefore, bids cannot be requested until November or December of 2024. Ernst stated one of the Schindler representatives said they may be able to work with us on price, which may be an effect of considering putting the agreement out for bids.
7. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
8. **Other Business:** None.

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

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

Meeting adjourned at 8:56 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, August 31, 2023

Time: 8:30 AM – County Board Room

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

Members Absent: None.

Others Present: Nikki Lohman, Sandy Leitheiser, Daniel Robbins, Cody Greenwood, Dan Hough, Tyson Holshouser and Sarah McConnell

The committee met today to discuss the following:

Public Comments: None.

Coordinating Committee: Doug Donaldson, Board Chairman -

1. **Information Systems Report Update/Approval:** Information Services manager Curt Watkins submitted his monthly report to the board. County Clerk Leitheiser asked if there was a timeline for when the new website would go live.
2. **EMA Report and Hazard Mitigation Plan Update/Approval:** EMA Assistant Coordinator Hough reported additions to the Hazard Mitigation Grant must be submitted by October 31. He also stated the final hearing will be held January 24 from 5 to 7 p.m.
3. **West Central Development Council/Job Center Board/CEO Board Update/Approval:** Donaldson reported the CEO Board meetings will now be held at 5 p.m., and they are currently being held at the job center in Carlinville; though they are actively looking for space in Montgomery County. Hillsboro Economic Development and Community Planner McConnell stated she is meeting with their representatives this morning to look at a few potential office spaces in Hillsboro.
4. **CO2 Sequestration Ad Hoc Committee Update/Approval:** Donaldson reported they had a good meeting August 22. He stated they sent representatives from the Heartland-Greenway project a list of questions prior to the meeting as well as additional questions that were posed during and after the meeting. Donaldson said he believes the committee will next be ready to sit down and develop a list of items they would like included in a potential Project Development Agreement, similar to what the Christian County Board did with their ordinance. He also reported Jim Prescott is no longer affiliated with the project, but he doesn't know what happened there. He also stated Sangamon County bought Montgomery County some time with the resolutions that were passed during their last meeting. Highway Engineer Greenwood asked the committee to keep infrastructure in mind when putting together a list of items for the PDA.
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 reported the sod work is finished around the Historic Courthouse, and they will hopefully not have to water it again. He also stated National Maintenance and Cleaning is still doing custodial work at the Historic Courthouse, Jail and VAC and is being paid out of the maintenance budget. Sneed also reported they will be getting bids for tuck pointing at the ROE building, and he hopes the bids are identical in scope. He said the north stairway of the Historic Courthouse will also need to be tuck pointed.

2. **Interior Door Project for County Clerk's Office Update/Approval:** Leitheiser reported the grant has been awarded to the County, and we are waiting to hear back from the Grant Manager at the State before proceeding any further. She said she spoke with Ameresco about possibly doing the work at the same time they are working at the new courthouse. Sneed stated he would like to be included in meeting with Ameresco before any work has begun.
3. **Old Highway Department Property Update/Approval:**
 - **Approve Purchase Agreement, Advertise for Bids for Seymour Avenue Surplus Property (Old Highway Department) Update/Approval:** Sneed reported we are still waiting on a purchase agreement from the State's Attorney. Donaldson reached out to State's Attorney Andrew Affrunti, who requested details they would like to be included in the purchase agreement. Sneed said he sent Affrunti the details before but he will send them again. Greenwood said the company performing the asbestos abatement has us on their schedule, and it will likely be completed this fall.
4. **Elevator Preventative Maintenance Service Agreement Update/Approval:** Sneed reported the County was going to advertise for bids for a new elevator service agreement, but we found out the current agreement does not end until February of 2025, and we must notify Schindler of the intent to pursue other bids between 90 and 120 days prior to the expiration of the contract.
5. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
6. **Other Business:** None.

Development & Personnel Committee: Mark Hughes, Chairman -

1. **Employee Health Insurance and Monthly HRA Report Update/Approval:** Treasurer Lohman reported Assured Partners representative Amanda Mast will attend the full board meeting in person, and plans on attending the committee meeting remotely.
2. **Animal Control Facility and Municipal Contracts Update/Approval:** Hughes stated he does not have anything new to report on the facility or the contracts.
3. **Animal Control Policy Update/Approval:** Hughes reported the committee will have a lot to discuss in the way of policy at their meeting.
4. **MCEDC Update/Approval:** Hughes reported Bill Montgomery accepted the position of MCEDC executive director. McConnell stated she informed him he needs to start attending the board and committee meetings. She also said she has an email from MCEDC Treasurer Cassie Rovey with the last two years of financials, which the committee will have for their meeting.
5. **Nextlink Broadband Internet Update/Approval:** Donaldson reported Leitheiser and County Coordinator Chris Daniels attended a rural broadband meeting in Greenville earlier this week. Leitheiser said each vendor had to be physically present and were each allotted 15 minutes for presentations. Donaldson said he reached out to Nextlink representative Mike Johnson about what the County needs to do to move forward with this, and he is awaiting a response.
6. **Vistra Energy – Coffeen Solar Project Permit Application Update/Approval:** Hughes reported they will wait to hear from Jeremy Conner from Hurst-Rosche engineers before making a recommendation on the permit application.
7. **Vistra Energy – Coffeen Solar Project Enterprise Zone Request Update/Approval:** Hughes stated he is against approving an enterprise zone request for Vistra. Enterprise Zone Administrator Daniels stated Vistra would receive property and sales tax exemptions for a period of time if their request was approved. Donaldson stated he will schedule a Mayor's Meeting so this request can be addressed. Daniels said her recommendation would be to just include the footprint for the solar project.
8. **Ordinance Adopting Personnel Manual Update/Approval:** Hughes reported Affrunti said the County has to adopt the Personnel Manual as an ordinance in order to be compliant with the new law regarding the 40-hour paid leave for employees. Lohman said Affrunti believes the county is exempt

because we are a local government, but she was invited to attend a webinar from Assured Partners with more information on the issue.

9. **Illinois DCEO Community Development Block Grant Update/Approval:** Assistant Coordinator Jenkins said the board will have to approve an Intergovernmental Agreement with the City of Litchfield since they are the lead agency on this grant.
10. **Scheduling of Union Negotiation Meetings with Local 773 (Correctional Officers and Telecommunicators) Update/Approval:** Undersheriff Holshouser reported the union reps met and they will be switching from Local 773 to Local 1084. Hughes said Sheriff Robbins was spearheading scheduling the negotiations with this union for these contracts, which expire November 30.
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:** This report will be discussed at the committee meeting.
2. **Capital Improvement Fund Reports Update/Approval:** This report will be discussed at the committee meeting.
3. **Allocation of Remaining ARPA Funds for FY 2024 Budget Update/Approval:** Donaldson reported all the non-county entities responded to the certified letters, and the list will be discussed further at the committee meeting.
4. **Highway Department \$30,000 Payment Update/Approval:** Ritchie reported this item will be discussed further at the committee meeting. Greenwood stated he believes there should be some separation between the highway department and the County since the highway department has their own taxing funds; however, Affrunti has said previously they cannot own their own property and it has to be under the County's name.
5. **County Policy for Special Fund Use Update/Approval:** Ritchie reported they will be discussing this item at the committee meeting in an effort to make all departments equal.
6. **FY 2024 Budget Update/Approval:** Lohman said she will speak with Bellwether, who will have someone attend the committee meeting in some fashion. She also said she will speak with them about the Truth in Taxation Hearing.
7. **Resolution to Convey Deed for Parcel ID # 08-23-160-029 in Nokomis Township to Jason and Sarah Miller Update/Approval:** This item will be discussed at the committee meeting.
8. **Resolution to Convey Deed for Parcel ID # 13-06-333-002 in Witt Township to Tucker Teubel Update/Approval:** This item will be discussed at the committee meeting.
9. **Resolution to Convey Deed for Parcel ID # 16-12-205-004 in Hillsboro Township to Scott Anderson Update/Approval:** This item will be discussed at the committee meeting.
10. **Resolution to Convey Deed for Parcel ID # 16-12-111-006 in Hillsboro Township to Brittny Harris Update/Approval:** This item will be discussed at the committee meeting.
11. **Resolution to Convey Deed for Parcel ID # 17-35-406-002 in East Fork Township to Snowwhite and Jonathan Nixon Update/Approval:** This item will be discussed at the committee meeting.
12. **Resolution to Convey Deed for Parcel ID # 21-23-226-008 in East Fork Township to Travis and Amanda Hemken Update/Approval:** This item will be discussed at the committee meeting.
13. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** *(not needed)*
14. **Other Business:** None.

Roads and Bridges Committee: Ethan Murzynski, Chairman

1. **Section 15-00138-00-BR Red Ball Trail Bridge Update/Approval:** Greenwood reported they are on working day 43 out of 95, and he believes they are ahead of schedule.
2. **H.R. 3372 proposal in Congress to raise the federal weight limit of heavy trucks Update/Approval:** Greenwood stated he thinks they could probably take this item off the agenda for now. Murzynski said they could draft some kind of letter of opposition.

3. **Upcoming Road Use Agreements Update/Approval:** Greenwood stated we are waiting to hear back from Anacott Solar representatives on one of the agreements.
4. **Other Items:** None.

Appointments for this month's Full Board meeting:

- Alex Jordan, Donald Murphy and Todd Megginson to the Bois D'Arc #4 Drainage District Board
- Daniel Tester and John Speiser to the Irving-Witt-Nokomis-Rountree #1 Drainage District Board
- Robert Wagahoff, Leonard Rovey and John Welsh to the Farmersville-Waggoner Fire Protection District Board
- Paul Pershing to the Three County Public Water District Board

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

Meeting adjourned at 10:18 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
CO2 Sequestration Ad Hoc Committee Minutes
County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Tuesday, August 22nd, 2023

Time: 5:00 pm - County Board Room

Members Present: Doug Donaldson, Connie Beck, Ken Folkerts, Mark Hughes, Chad Ruppert and John Wright

Members Absent: None.

Others Present: David Loucks, Patty Whitworth, Cody Greenwood, Kevin Schott, Sandy Leitheiser, Andrew Affrunti, Joe Gasparich (via Google Meet), Don Leach, Chris Brown, Danielle Anderson, Ryan Choquette, Andrew Duguid, Greg Archibald, Barb Paine and Sabrina Jones

The committee met to discuss the following:

1. **Public Comment:** Chairman Donaldson stated questions from the public for representatives from Navigator/Heartland-Greenway would go through him. He said he gathered other questions from committee members and constituents for the representatives, and those questions were sent to Navigator/Heartland-Greenway prior to the meeting. Audubon Township resident Greg Archibald said the pipeline is slated to run a mile and a half away from schools in Nokomis and Raymond. He also stated the county would be one earthquake away from a disaster, and the CO2 pipeline is different than water and gas pipelines.

Barb Paine presented five questions for members of the project: 1) If approved, will the main pipeline and sequestration pipelines be bored under all rural country roads regardless of blacktop, oiled road, rock road or dirt road; and what is the plan for road maintenance/reconstruction during and after the pipeline and well construction? 2) What is the process at the junction where 16 inch and 20 inch pipe ends and the pipe for sequestration begins, and how many pounds of pressure would the CO2 travel thru the junction? 3) If the pipeline is approved, what path will the sequestration pipes take through Audubon Township? 4) How would Navigator ensure roads are passable at all times by semi-trucks or large farm machinery so that local citizens can access and maintain their business interests since some of the township roads only allow for semi-truck access in one direction? 5) If the proposed CO2 pipeline was coming through Navigator members neighborhoods, would they willingly and confidently locate their family home near, adjacent to or on top of a sequestration site without any doubt, worry or concern for their health and safety, both now and in the future?

Sabrina Jones stated it was said during a previous ad hoc committee meeting that the CO2 in the pipeline isn't toxic, and she said that claim is false. She also said a previous statement about first responders not dying needs context. Jones also stated it is interesting when Navigator has met with the Emergency Management Agency, it was only with Montgomery County and not with other counties at the same time. She asked why Navigator is not working with all counties in one meeting so everyone is on the same page.

2. **Ordinance on Carbon Capture and Sequestration in Montgomery County Update/Approval:** Nothing new to report.
3. **Carbon Capture and Sequestration Project Development Agreement Update/Approval:** Donaldson opened up the meeting for representatives from Navigator-Heartland Greenway to work their way down the list of questions that were submitted prior to the meeting. Don Leach, Vice President of Carbon Storage with Navigator CO2 Ventures, introduced the rest of the Heartland-Greenway representatives. Others in attendance from the project included Tenaska Senior Project Manager Ryan Choquette, Advanced Resources International Vice President Andrew Duguid,

Navigator CO2 Public Affairs Manager Danielle Anderson, and Navigator CO2 Vice President of Capital Projects Chris Brown.

Duguid addressed the first question, which was what model developed the sequestration field. Duguid stated they used a geologic model created by their software Petrel, adding it takes all subsurface data available and puts it into whatever wells are available. Ruppert asked who created the data from the models. Duguid said a few wells that have been drilled in Illinois are where they got their data, as well as the Illinois State Geologic Survey and data retrieved from the Nokomis observation well. He said seven or eight wells have gone into the Eau Claire Shale formation.

Donaldson asked if the public has access to the data, and would they even know what they're looking at if they did. Leach said they do have access to it but making heads or tails of it is a different topic. He said their Petrel software helps them interpret a technically complex issue to determine whether drilling can be possible. Regarding seismic testing, Duguid stated the term "seismic" can be confusing. He said the term can be used when referring to earthquakes, but the seismic testing they were performing was the process of sending soundwaves to look underground. He said an earthquake would not make a new fault here, and it would not affect the wells. Brown stated from a pipeline perspective, they were designed with the ability to move, and the route of the pipeline was designed to not be located in any known earthquake area. He said the main thing they looked for when designing the route in the County was avoiding the mines. Choquette said they are not building pipelines through faults. Folkerts asked what the boundaries of the Mount Simon sandstone were. Duguid stated it goes from central Ohio to western Iowa, almost to Nebraska.

Regarding the topic of injecting CO2 into the ground, Leach stated once they stop pushing it, it'll stop moving. He said they are working on agreements with dozens of land owners, with those totaling approximately \$50 million in economic benefit. Ruppert asked if it was possible to monitor where the CO2 was going after it is injected into the ground. Leach replied that they take pictures to see what it looks like underground and get all the different layers. He said they then take another picture a year or so down the line and see what the plume has done.

On the issue of water requirements, Leach stated there are two phases to the project: drilling and operating. He said there are no water requirements during the operating phase, but they will be using approximately seven households of water per well during the drilling phase. Leach also stated the water issue that occurred during the drilling of the observation well was an issue with E.J. Water's take-off point. When asked how many wells they plan to have, Leach said their goal is six injection wells, but they will also have to have observation and monitoring wells. He stated the reason they installed the sound wall where they did at the observation well site was to try to mitigate the sound as much as possible.

When asked how they can be sure the wells will not go through the aquifer, Leach said every permit they apply for has a set of goals behind it. He said the Environmental Protection Agency wants to protect the aquifer, and will have to issue permits for the project. He said all of the ways to best not affect the aquifer come from the oil and gas industries. Leach stated the entire point of surface casing is to drill through the aquifer and pump cement casings down in order to seal the aquifer off. He said all pipelines do this practice as it is a requirement. Duguid stated the aquifer drinking water comes from the first couple hundred feet, and every piece of the well is cemented.

Folkerts asked what makes Illinois the ideal spot for this. Duguid stated the Illinois basins are deep, and the freshwater is a factor as well. When asked what pressure the CO2 is stored at, Duguid said it is between 2850 and 3300 psi. Leach said the pressure at the bottom of the pipe is just above the pressure of the layer above it. Regarding the differences between this process and fracking, Duguid stated pour pressure for fracking is 3000 psi, and fracking is the pressure at which rock breaks, causing water and sand to get into the cracks created. He said they are required

by the EPA to make sure they never frack. Leach stated they will push just enough pressure to inject the CO2 into the formation.

As to how long it will take for the CO2 to form into rock, Duguid said it will start immediately, but it will be turning into rock over a period of thousands of years. He also said once they stop injecting, any potential for leakage decreases.

Donaldson asked about the spacing between shutoff valves. Brown stated they are required to put valves no more than seven miles apart in high consequence areas, such as areas of high population, and are required to place them no more than 20 miles apart in non-high consequence areas. Brown reported mile point 0.0 is in Sangamon County, and thru Montgomery County they will be placed at 4.4, 18.7, 29.3 and 41.96 miles making the space between 4.4, 14.3, 10.6 and 12.6 respectively. He said the average distance in the non-high consequence areas is about 15 miles. Regarding the Sitartia, Mississippi pipeline rupture, Brown stated that company was able to get a reading within nine minutes. He said their goal if there is ever a total severance of a pipeline is to get the situation under control in less than five minutes. When asked where the monitoring station will be located, Brown said they have narrowed it down to either Des Moines, Iowa or Omaha, Nebraska. He stated the American Petroleum Institute is responsible for inspecting the manufacturing of the pipe. He said it is inspected the entire time until it gets into the ditch, which includes loadout, unloading and right of ways.

Ruppert asked what pressure will be used to inject the CO2. Duguid stated they have the pressure in hydraulics currently set at 1300 psi, and will be discharging at 1700 at the trunk line; but it could still be increased as their maximum operating pressure is for up to 2200 psi. When asked how the psi gets to 3300 if they are only injecting at 1700, Duguid stated when CO2 enters a supercritical phase, it creates its own hydrostatic pressure that works with the injection pressure. He said this is similar to a water tower whereas the pressure at the top is atmospheric and at the bottom it is caused by the pressure of the water above it.

Ruppert asked who the investors of the project are. Leach said they have a management team, and Blackrock is also an investor. Anderson stated it is about a \$3.2 billion project. Ruppert said it is a government funded project. Anderson stated that is incorrect, adding that the ethanol plants take the tax incentives to offset the cost of the carbon capture equipment. Asked if they will utilize local labor, Leach responded they are committed to 100 percent union labor and they will try to stay as local as possible.

Ruppert again asked why Montgomery County, because he said it seems like we are an easy target with a low population and no zoning. Wright asked why they chose to build more of the pipeline to travel to Montgomery County as opposed to building more wells in Sangamon and Christian Counties. Duguid responded going to Montgomery County will allow them to have more spacing on the pipeline.

When asked what other products will be injected with the CO2, Anderson said they are not permitted to inject anything else. Leach said the Sitartia project included H2S in the pipeline.

Closing out the question and answer portion, Leach stated CO2 pipelines have been around since 1972, and the only issue that has occurred in the industry was the Sitartia rupture. He said they are less likely to encounter an issue with this project than a person would have when traveling on an airplane. He said the Sitartia issue was also related to where the project was located. Leach stated they have to judge risk by severity and likelihood. Ruppert said they also have to judge reward.

4. Other Business: None.

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

Meeting adjourned at 6:50 p.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder, Sandy Leitheiser.

Montgomery County Board

Development & Personnel Committee Meeting Minutes

County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Thursday, September 7th, 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: Andrew Affrunti, Rick Robbins, Emily Gerl, Jeff Roach, Tyson Holshouser, Sandy Leitheiser, Ethan Murzynski, Patty Whitworth, Shannon Brauer, Jessica Durbin, Larry Miller, Cheryl Miller, Tamara Thompson, Crystal Carpani and Randy Reynolds

The committee met today to discuss the following:

Development & Personnel Committee: Mark Hughes, chairman -

1. **Public Comment:** Prior to opening up public comments, Donaldson expressed a desire to clarify a few items regarding animal control. He stated the committee previously discussed the need for a policy on animal control, and the topic of euthanasia was presented. The idea of a 30, 60 or 90-day, or six month, one year or longer limit was mentioned, but the 30-day idea was taken and run with on social media. He stated the board is not considering and will not implement a 30-day euthanasia policy.

Tamara Thompson was the first member of the public to speak. She stated she worked for the County for many years, and she heard many times that the facility was not run correctly. She said, over the years, she has only seen three board members at the facility.

Cheryl Miller stated she would like to know where all the money from the Vanek Estate went. She also said Montgomery County has the worst population for neglected and abused animals.

Larry Miller also stated he wants to know where the Vanek Estate money went.

Jessica Durbin stated she has assisted in the adoption of rescue of 37 dogs at animal control, and funding seems to be a major issue. She also said the board needs to start where the problem originates, which is owner-surrendering of animals and breeding issues. She stated she would also like to see any and all donations listed as separate line items in the budget.

Shannon Brauer stated she would like the board to reach out to other facilities instead of considering euthanizing animals.

Crystal Carpani asked if there was a way to regulate breeding.

Randy Reynolds stated she would like to see a viable solution for the County to fund and house animals, even if it means a separate tax.

2. **Employee Health Insurance and Monthly HRA Report Update/Approval:** Hughes reported Assured Partners representative Amanda Mast informed him next year's premiums are increasing by 29 percent as of right now, and she will try to negotiate and get those numbers down by the next meeting.
3. **Animal Control Facility and Municipal Contracts Update/Approval:** Animal Control Warden Gerl reported she has gotten a lot of dogs adopted out recently, and the facility is currently down to 10. She stated they also currently have 15 kittens and two elderly cats.
4. **Animal Control Policy Update/Approval:** Hughes asked the committee members if they would like to work on an animal control policy during the meeting. Bergen and Ruppert both said they would like to do more research on the topic. Beason stated he would like to know the cost of keeping animals for certain periods of time. Jones asked Gerl to make a list of reasons for euthanasia, supply a list of partners she collaborates with and list breeder issues. Regarding a separate tax to fund animal control, State's Attorney Affrunti stated the board cannot pass a separate levy and the only way to do something like that would be to increase the general county levy and divvy up the excess money thru the budget process.

5. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** Motion by Beason and second by Ruppert to enter into executive session for the purpose of discussing personnel and union negotiations. All in favor, motion carried. Committee entered into executive session at 5:58 p.m. Motion by Jones and second by Beason to come out of executive session. All in favor, motion carried. Committee returned to open session at 6:44 p.m. No action was taken following executive session.
6. **MCEDC Update/Approval:** Hughes reported Bill Montgomery was hired as the new executive director of the Montgomery County Economic Development Corporation (MCEDC). He said Montgomery was present during the meeting prior to executive session, but had to leave. He said he will most likely come back to a future meeting.
7. **Nextlink Broadband Internet Update/Approval:** County Clerk Leitheiser reported she and County Coordinator Chris Daniels attended a meeting in Greenville involving a number of representatives from broadband companies and other counties. She stated the need for broadband is huge and she has encouraged Nextlink representative Mike Johnson to attend a committee and board meeting in the near future.
8. **Vistra Energy – Coffeen Solar Project Permit Application Update/Approval:** Hughes reported the committee will table this matter until the next meeting as Jeremy Conner with Hurst-Rosche Engineers has not completed his report yet. He said Conner should have the report finished by tomorrow.
9. **Vistra Energy – Coffeen Solar Project Enterprise Zone Request Update/Approval:** Hughes reported this item will have to wait until after the county mayors meet, which is tentatively scheduled for the end of this month.
10. **Ordinance Adopting Personnel Manual Update/Approval:** Hughes reported County Treasurer Nikki Lohman was invited to attend a webinar on September 12th related to this item. The webinar is hosted by Assured Partners.
11. **Illinois DCEO Community Development Block Grant Update/Approval:**
 - **Intergovernmental Agreement with City of Litchfield for the DCEO Community Development Block Grant Update/Approval:** Hughes reported he spoke with Litchfield Economic Development Coordinator Tonya Flannery and Hillsboro Economic Development and Community Planner Sarah McConnell, and no interest has been received by either individual regarding projects related to the CDBG. Hughes said they still have some time, but they will not pass an Intergovernmental Agreement if there is no interest.
12. **Scheduling of Union Negotiation Meetings with Local 773 (Correctional Officers and Telecommunicators) Update/Approval:** Nothing additional was reported.
13. **Other Business:** Hughes reported Leitheiser spoke with him about Cole McDaniel from the Spoon River Economic Development Corporation. Hughes stated McDaniel is branching out to different counties about doing economic development, and gave a price tag of around \$40,000 to \$50,000. When asked what the benefit of hiring him would be, Leitheiser said he writes grants.

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

Meeting adjourned at 7:00 p.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder, Sandy Leitheiser.

Montgomery County Board
Finance & Budget Committee
Special Budget Hearing Meeting Minutes
County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Thursday, August 17th, 2023

Time: 8:30 AM – County Board Room

Members Present: Andy Ritchie, Connie Beck, Ken Folkerts, David Loucks, Patty Whitworth (arrived at 8:48 a.m.), Evan Young and Doug Donaldson

Members Absent: None.

Others Present: Nikki Lohman, Dave Schweizer, Cody Greenwood, Andrew Affrunti, Rick Robbins, Tyson Holshouser, Curt Watkins, Phil Ernst, Bob Sneed, Kevin Schott, Emily Gerl, Sandy Leitheiser, Daniel Robbins and Erin Matteson

The committee met today to discuss the following:

1. **Public Comment:** Dave Schweizer from the Nokomis-Witt Area Ambulance Board addressed the committee regarding ARPA funds. He requested the county board to keep the ambulance service in mind with regards to ARPA funds for a new or used ambulance. He stated they could use all the help they can get after covid. When asked if they could provide the 40 percent match requested of other non-county agencies, Schweizer responded it would depend on the price of the used ambulance.

2. **FY 2024 Budget Update/Approval:**

State's Attorney: Andrew Affrunti was present for questions regarding the State's Attorney's office budget. He stated he believes the investigator he requested be put into the budget would be a great asset to the County, but he understands the financial situation we are in. He said his biggest issue with the adjustments made by Bellwether is cutting the Assistant State's Attorney salary line item to \$143,000, adding that he hired another assistant based on the belief that the board was ok with him offering salaries of \$100,000 per year for each assistant. He said one way to make up for the difference in the budget would be to eliminate the victim advocate salary line item because he will not be able to hire someone at the \$17,993 that is listed. He also asked what the TORT Transfer was that was listed. Treasurer Lohman responded it is a transfer from the insurance fund that can be used to offset the State's Attorney as legal counsel for the county. She said the transfer is done as one-third of the State's Attorney's expenses. Affrunti responded the County has never done that before and he believes that justifies the need to increase the assistant state's attorney salary line. He stated without the second assistant, he will be working on criminal cases and will be unable to focus on board-related matters, much like what has taken place the past couple of months. Lohman asked what happened with the victim advocate they had. Affrunti said that person resigned in August or September of 2022 and was not replaced. He said it used to be funded by a state grant but they did not receive the grant this year because the position was not filled. Regarding the topic of the County holding a Truth in Taxation hearing, Ritchie stated it is his opinion the board should not look at the idea of holding such a hearing as a bad thing. Donaldson stated eliminating the victim advocate line item would mean the board would need to come up with an additional \$38,000 in order to increase the assistant state's attorney salary line to \$200,000.

Sheriff: Rick Robbins and Tyson Holshouser were present to answer any questions related to the Sheriff's office budget. Robbins reported the salary increases were based on Cost of Living Arrangement (COLA) raises, longevity raises, and contractual raises agreed upon in the collective bargaining agreement. He stated he also requested 16 weeks of sending deputies to the academy because they seem to have issues with hiring mid-year every year. He stated he added to the actual training line also, but increased the salary line for training because deputies sent to the academy are still county employees and have to be paid while there. From coal, Robbins stated he is requesting enough funding for one vehicle, and he has budgeted for \$63,000. He said they have also budgeted

\$27,600 for body camera storage and body armor. Lohman reported Bellwether also brought up the possibility of the board considering a public safety sales tax in order to help offset some of the costs to run the department. Sheriff Robbins stated it was proposed twice before and failed, but he believes it could be passed if it is done right.

Buildings and Grounds: Phil Ernst and Bob Sneed were present to answer questions regarding the buildings and grounds budget. Ernst reported he proposed increases in salaries beyond the six percent board-approved raises for both he and maintenance tech Roger Cassidy. He said the additional increases will not cost the county anything because he is offsetting them by cutting the overtime, maintenance service contracts and publishing/printing line items. He said if Cassidy gets the proposed increased hourly rate, Ernst will make Cassidy take off and will not allow him to use overtime. Sneed said there will be days where emergencies happen and Cassidy will have to work longer, but Ernst will have Cassidy take off earlier on other days in order to compensate. Lohman said Bellwether proposed having \$500 in the overtime line. Ernst said he wants that cut to \$0. He said he would also like the maintenance service contracts line cut to \$54,000 because they don't have the Johnson Controls contract anymore and he is doing much of the work they were doing. Ernst's proposed salaries were \$65,748 for the maintenance superintendent position and \$43,680 for the full-time maintenance employee position. He stated he would also like to see the cell phone line item taken out of his budget because he doesn't even use a county cell phone. He also reported he has asked for \$300,000 of coal money again for the next fiscal year in order to address the roof of the new courthouse.

Information Services: Curt Watkins was present to answer questions related to the Information Services office budget. Lohman stated he was mainly there to talk about ARPA and coal requests. Watkins said he is requesting \$100,000 in coal money in case of an emergency for a cybersecurity event. He said he is hopeful he would not need to use it, but he feels it needs to be there just in case. Lohman noted the board has to approve the use of coal money anyway.

Highway Department: Cody Greenwood was present to answer questions about the highway department budget. Greenwood reported he is requesting \$500,000 in coal money. He said he would like to purchase three pieces of equipment, which would include an excavator and a trailer, and the total cost for all three would come in at approximately \$432,000.

Emergency Management Agency: Kevin Schott was present to answer questions about the emergency management agency budget. He stated his concern for the ARPA request he was approved for is he is not sure what it is going to cost to renovate the building they will be moving into at the highway department. Greenwood stated the building needs an entire roof replacement. He said they received approximately \$54,000 in an insurance claim and an estimate from Young's Roofing came back at around \$69,000. He said he is still waiting to hear back about an estimate for a metal roof, but additional money is likely going to be needed to fund the rest of the project regardless. Schott proposed a budget which included an increase in hours for him and the part-time staff. He said he would like to increase his hours to 32 per week with 15 hours for each assistant. Ritchie said Bellwether had a question about Schott's duties, which is why they proposed a lower salary. Schott said he guarantees he is putting in more than 20 hours a week today. Donaldson stated he has asked the EMA staff to do a lot more than what they've done in the past, primarily dealing with the CO2 sequestration. Schott said this job means a lot to him and doing the job correctly means a lot. Donaldson said he will get with Schott and go over a job description to submit to Bellwether. Ritchie stated the difference in total salaries between Schott's proposal and Bellwether is approximately \$34,000.

Animal Control: Emily Gerl was present for questions regarding the animal control budget. Ritchie reported Bellwether cautioned the county against running animal control as a shelter because the facility is not up to code for a shelter. Gerl said they are registered as a shelter with the Department of Agriculture. Lohman said an issue with them being a shelter is they get revenue for being one that they otherwise wouldn't receive as a facility. She also reported Bellwether questioned the way the municipal contracts are written and suggested not doing them per call. Gerl also stated she would like

to increase her department's incinerator fees. Her proposed budget included the cost of a new incinerator, but Bellwether proposed taking that out. Gerl said the incinerator generates enough revenue to make up for the cost of a new one. Lohman suggested waiting a year and asking for it again next year after gathering data to prove the revenue it generates. The salary line items in Bellwether's proposed budget were \$41,820.06 for the animal control officer, \$20,733.02 for full-time salary, and \$52,211 for part-time salaries. Lohman stated Bellwether also said animal control does not have to respond to calls in municipalities if they do not have a contract, no matter what the case is. Donaldson said he asked State's Attorney Affrunti who said the county only has to respond in municipalities for the criteria listed in the state statute.

Circuit Clerk: Daniel Robbins was present to answer questions about the Circuit Clerk's office budget. He proposed a salary increase for his employees of six percent in addition raises agreed to in the union contracts. The line would also see an additional \$37,000 increase that would come from his special fund. Lohman said the board needs to approve a Memorandum of Understanding with the union in order to approve these increases. Robbins said the Association of Illinois Courts labor attorney and the State's Attorney both said the board does not have to approve the MOU. Lohman said the benefits from the excess salaries will be reflected in the special funds as well. County Clerk Leitheiser asked what the lowest paid employee in his office would be making if this budget is approved. Robbins said the lowest would be \$18.75 after December 1. Leitheiser said that is \$2 more than her lowest paid employee.

Public Defender: Erin Matteson was present for questions about the Public Defender's office budget. She reported Montgomery County should be receiving public defender funds in the amount of \$104,000 from the State that can be used for P.D. services, which include salaries. She stated she is requesting to add a paralegal for \$25 an hour and an administrative assistant for \$15 an hour. Lohman stated Bellwether cut the assistant out of the budget. She said they also cut training down to \$1000 because their FY 2023 projection was around \$884. Matteson stated they have training in October in Bloomington. She said she would like for \$3,000 to be put back in. Lohman also stated Bellwether cut the Assistant Public Defender salary to around \$74,000 because they were unaware that part of Assistant P.D. Wes Poggenpohl's salary was paid from one of the judge's lines. Matteson said she would like, at the very least, for Poggenpohl's salary to be no less than \$85,000 plus the six percent board-approved increase; though she would prefer he be increased to match the Assistant State's Attorney's \$100,000 salary.

Motion by Young and second by Whitworth to recess for lunch. All in favor, motion carried. Committee recessed for lunch at 12:25 p.m.

Motion by Ritchie and second by Whitworth to reconvene the meeting. All in favor, motion carried. Committee reconvened at 1:03 p.m.

Senior Citizens: Ken Folkerts was present for questions regarding the senior citizens budget. He reported Lyn Fugate is requesting a salary of \$26,000. Donaldson stated the six percent increase would bring her salary to \$26,530. Lohman asked if the CEFS Public transit amount was a flat fee. Coordinator Christine Daniels stated it was and it has already been paid for this fiscal year. Lohman said this falls in line with what Bellwether did in a lot of projections by doubling their six-month totals even though some totals were one-time payments.

MCEDC: Ritchie reported MCEDC Liaison and Development and Personnel Committee Mark Hughes said the board needs to discuss whether or not to pay the \$15,000 annual fee to the corporation. Beck said they don't currently have an executive director. Donaldson said Hughes is attempting to get financial information to see what the County is getting for their money. Young said they have been responsible for a lot of behind the scenes things in the county, such as bringing CTI here as well as the South Central Innovation Center in Litchfield. Lohman said the county's

contribution this year could be the work that was done on the DCEO Energy Grant. Donaldson said the Development and Personnel Committee needs to come up with a recommendation on this.

At this point in the meeting, Andy Ritchie left and Vice Chair Connie Beck took over as acting Chair. The committee began discussing ways to balance the budget based on the proposed changes made earlier in the day. Donaldson stated in order to increase the Assistant State's Attorney salary line to \$200,000, the county would need to use an additional \$38,906.50 of coal money or cut from elsewhere in the budget. Lohman said that before today's hearing, Bellwether had the budget balanced with a coal transfer of approximately \$200,000. Regarding Buildings and Grounds, Lohman noted the salary increases for both Ernst and Cassidy would be significant. Beck said she believes they deserve something for saving the county money on the service contracts, but not the significant increase they were proposing. Folkerts suggested giving them \$4,000 on top of the six percent board-approved increase. Loucks asked about the overtime. During the hearing, Ernst had proposed cutting the overtime to \$0. Donaldson said they're going to have some kind of overtime. Young suggested \$2500 of overtime and decreasing the extra salary amount to \$3,000 instead of \$4,000. The committee reviewed the other discussion items from the hearings. After those discussions, the committee proposed the following budget adjustments: increasing the Assistant State's Attorney salary line to \$200,000; removing the victim advocate line item from the State's Attorney budget; giving the maintenance superintendent and maintenance full-time employee the board-approved six percent increase, as well as \$3,000 to divide how Ernst best sees fit; increasing the buildings and grounds overtime line to \$2,500; going with the EMA budget proposal from Bellwether; and decreasing the general fund's portion of the Circuit Clerk's full-time salaries line item to \$8,918, which would reflect the \$0.70 per hour approved in the collective bargaining agreement, with the additional salary coming from the Circuit Clerk's special fund. The total amount for Circuit Clerk's employee salaries would be \$277,071.20, with \$235,381 coming from the general fund and \$41,690.20 coming from the special fund. The committee also agreed to cut the animal control part-time salary line item from \$52,211 to \$30,000.

3. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
4. **Other Business:** None.

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

Meeting adjourned at 2:40 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
County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Friday, September 8th, 2023

Time: 8:30 AM – County Board Room

Members Present: Andy Ritchie, Connie Beck, Ken Folkerts, David Loucks, Patty Whitworth (arrived at 10:34 a.m.), Evan Young and Doug Donaldson

Members Absent: None.

Others Present: Daniel Robbins, Cody Greenwood, Kendra Niehaus, Phil Ernst, Bane Ulrici, Tyson Holshouser, Nikki Lohman, Hugh Satterlee, Eric Braasch, Rick Robbins, Sandy Leitheiser, Curt Watkins, Andrew Affrunti, Claire Eskew and Sarah McConnell

The committee met today to discuss the following:

1. **Public Comment:** Citizen Claire Eskew stated she attended the meeting on a fact-finding mission as a result of last night's Development and Personnel Committee discussion on animal control. She said she knows the budgetary issue is not new, but she believes the County Board needs to reconsider a policy regarding putting dogs down after a certain amount of days. She said volunteers and community members are concerned and they are hopeful the board can come to a resolution for animal control that is financially viable. Sheriff Robbins stated there has been a complete failure of communication between the board and members of the public regarding the budget process and animal control. County Clerk Leitheiser stated she believes the board should provide a written document explaining the animal control budget and the Vanek Estate since that was a topic of concern during the Development and Personnel Committee meeting. Donaldson stated he has a simplified Vanek Estate summary they can work on publishing so members of the public can hopefully receive answers.
2. **FY 2024 Budget Update/Approval:** Treasurer Lohman reported the county was looking at a deficit of \$1.4 million after receiving requests from department heads. After Bellwether worked on the budget, they got the deficit down to around \$200,000. Lohman said the deficit then increased after budget hearings to \$436,455. She stated the coal money will not be around forever and Bellwether has asked the committee to take some hard looks at the budget and find where cuts can be made. She also reported this \$400,000 figure includes a 15 percent increase in health insurance premiums; however, Assured Partners representative Amanda Mast has received the projected numbers for next year, and the increase is 29 percent. Ritchie stated the board is probably looking at a deficit closer to \$600,000 then. Sheriff Robbins stated it would be horrible to cut services in his office, but if that's what he has to do he is willing to have that discussion. He also reported he received the annual jail inspection report, and they got hammered for lack of staff. He said they are currently housing 57 felons, and they may have double the number of inmates in their facility after the Safe-T Act takes affect based on the way it is written. Folkerts asked what the consequences of being noncompliant would be. Robbins said it would be liability. State's Attorney Affrunti said if an inmate gets hurt, they could sue and the inspection report would be the first thing that is filed. When asked how much each department would need to cut in order to get the deficit back to where Bellwether had it, Lohman said it would be between 20 and 25 percent; although she said Bellwether recommended not looking at a flat percentage cut for each department as not all departments are equal. Ritchie stated one doable option is to go back to Bellwether's recommendation. Loucks asked if the six percent salary increases are set in stone or if they can be modified. Affrunti said they can be modified. Leitheiser stated there is waste at the county level that needs to be examined before cutting salaries. She asked the board to make a good-faith effort to keep the agreed-upon six percent salary increases. Health Department Director Satterlee stated the big problem comes down to what services the County wants and feels they can eliminate. Supervisor of Assessments Niehaus asked if her office can charge for building permits in order to bring in some revenue, adding that they charge nothing right now. Lohman said that would be a question for

the State's Attorney. Affrunti said he does not know the answer to that question at this time. Loucks stated Affrunti said at budget hearings the board guaranteed they would pay the \$200,000 Assistant State's Attorney salaries for FY 2024, but he does not believe the board ever agreed to that. Whitworth said Affrunti advertised at the lower amount, but was not able to find anyone. Lohman stated a bill was passed giving the public defender's office funds to supplement the County for their office. Circuit Clerk Daniel Robbins stated they are guaranteed \$50,000, and possibly more that will be based on the case load. Lohman said this would help with the assistant public defender salary increase. Maintenance Superintendent Ernst stated he has been in the hole \$12,000 the last two years and he cannot continue working nine and 10 hour days, adding that maintenance tech Roger Cassidy cannot keep doing so either. He stated they are also doing union work because of the absence of the custodian. Ritchie stated the board needs to pursue putting union work back on the unions. Lohman asked if the committee could set another meeting to discuss the budget by itself to replace the second budget hearing date they did not use. Ritchie said Lohman will send out notes to department heads to see what else can be cut. The committee agreed to schedule a special meeting on September 28 at 5:30 p.m.

3. **County Policy for Special Fund Use Update/Approval:** Affrunti stated the County Board does not have a say in how departments utilize their special funds. He said regarding the Circuit Clerk's special funds, state statute reads the County Board "shall" expend funds at the request of the clerk of the courts. Lohman said she spoke with other county treasurers who are not doing it this way. Affrunti said the Association of Illinois Courts (AOIC) and an opinion from the Attorney General's office says the county is doing it right by doing it this way. Lohman asked if she could request a UCCI opinion. Affrunti said she could, but he doesn't think it will change. Lohman asked if the State's Attorney's office requests UCCI opinions. County Coordinator Daniels said those come from the County Board Chairman.
4. **Resolution Increasing Election Judge Salary Update/Approval:** Affrunti stated this item will have to wait until next month as he has not had a chance to review the proposed Resolution. Leitheiser stated the board needs to pass it by the end of the fiscal year in order for her to be able to request for the reimbursement of funds.
5. **Resolution to Convey Deed for Parcel ID # 08-23-160-029 in Nokomis Township to Jason and Sarah Miller Update/Approval:** Motion by Ritchie and second by Folkerts to recommend the Full Board approve the Resolution to Convey Deed for Parcel ID # 08-23-160-029 in Nokomis Township to Jason and Sarah Miller. All in favor, motion carried.
6. **Resolution to Convey Deed for Parcel ID # 13-06-333-002 in Witt Township to Tucker Teubel Update/Approval:** Motion by Ritchie and second by Young to recommend the Full Board approve the Resolution to Convey Deed for Parcel ID # 13-06-333-002 in Witt Township to Tucker Teubel. All in favor, motion carried.
7. **Resolution to Convey Deed for Parcel ID # 16-12-205-004 in Hillsboro Township to Scott Anderson Update/Approval:** Motion by Ritchie and second by Young to recommend the Full Board approve the Resolution to Convey Deed for Parcel ID # 16-12-205-004 in Hillsboro Township to Scott Anderson. All in favor, motion carried.
8. **Resolution to Convey Deed for Parcel ID # 16-12-111-006 in Hillsboro Township to Brittany Harris Update/Approval:** Motion by Ritchie and second by Folkerts to recommend the Full Board approve the Resolution to Convey Deed for Parcel ID # 16-12-111-006 in Hillsboro Township to Brittany Harris. All in favor, motion carried.
9. **Resolution to Convey Deed for Parcel ID # 17-35-406-002 in East Fork Township to Snowwhite and Jonathan Nixon Update/Approval:** Motion by Ritchie and second by Young to recommend the Full Board approve the Resolution to Convey Deed for Parcel ID # 17-35-406-002 in East Fork Township to Snowwhite and Jonathan Nixon. All in favor, motion carried.
10. **Resolution to Convey Deed for Parcel ID # 21-23-226-008 in East Fork Township to Travis and Amanda Hemken Update/Approval:** Motion by Ritchie and second by Beck to recommend the

Full Board approve the Resolution to Convey Deed for Parcel ID # 21-23-226-008 in East Fork Township to Travis and Amanda Hemken. All in favor, motion carried.

11. **SOA Report Update/Approval:** Niehaus reported her office has been putting in all the work from the assessors, and then they will roll. She also reported former SOA Ray Durston is going to be helping with the township factors. When asked how many townships the County has assessing agreements with, Niehaus said 14.
12. **Capital Improvement Fund Reports Update/Approval:** Ritchie stated there will be a report available at the full board meeting. Lohman said the county did receive a coal royalty payment for August.
13. **Highway Department \$30,000 Payment Update/Approval:** Highway Engineer Greenwood stated the board is approaching a point where EMA and the Health Department both need space, and he will have an area of his property that will be considered mixed-use once they take over the building. He said the State's Attorney has said the Highway Department cannot own property, but he would like some kind of protection over the property that it must be for highway department use if he is going to continue paying the \$30,000 annually. Young said he believes the remaining balance on the loan should be forgiven because that money could be put back into use for the roads. **Motion by Young and second by Loucks to recommend to Full Board to forgive the remaining balance on the loan for the new highway department starting in Fiscal Year 2023. All in favor, motion carried.**
14. **Allocation of Remaining ARPA Funds for FY 2024 Budget Update/Approval:** Assistant County Coordinator David Jenkins presented the updated ARPA funding list to the committee. He said he received notification from each of the non-county agencies and updated the list to reflect the amended requests. No request was increased and new requests were not considered per the board's previous decision. Jenkins said three requests were to pay off loans. They include the Nokomis-Witt Area Ambulance Service, Crossover Ministries and the Schram City Water projects. He said the latter two were not really affected because, as of this update, there is not enough ARPA money to make it down to their requests on the list. Lohman said one of the federal rules for the ARPA money was that it could not be used to pay off debt. Young and Folkerts briefly left the meeting at Ritchie's request to contact the NWAAS to see if they could purchase a new or used ambulance and match the funds. Upon returning to the meeting, Young informed the committee that they could not. Jenkins said this did not move the cutoff down the list any further. He said the last project on the list to get funded would be the ETSB Data Room UPS, and the remaining balance of ARPA money after that project would be \$45,880.80. Young said that balance could be used towards balancing the budget again, similar to what the board voted to do last year. **Motion by Ritchie and second by Whitworth to recommend the Full Board approve funding ARPA projects on the updated list down to number 29. All in favor, motion carried.** Jenkins stated he could notify the entities affected so they can start making their purchases.
15. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
16. **Other Business:**

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

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

Meeting adjourned at 11:40 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

Roads & Bridges Committee Meeting Minutes

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

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

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

Members Absent: Patty Whitworth

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 flooring concrete on the deck of the bridge, as well as doing dirt work at the 3rd Avenue intersection and installing pipe culverts. He said he believes it will be next week before the deck gets poured. Greenwood stated they are 46 to 47 working days into the project as of September 5th, and he believes they are ahead of schedule and may not need all 95 working days.
3. **H.R. 3372 proposal in Congress to raise the federal weight limit of heavy trucks Update/Approval:** Greenwood reported the board could discuss a resolution in opposition to this legislation; however, the item will be taken off the agenda for now because it is too early.
4. **Upcoming Road Use Agreements Update/Approval:** Greenwood reported we are waiting on a response from Anacott Solar, as he had them prepare a draft of a Road Use Agreement. He stated he also contacted Russell Whitaker from the Vistra Solar project about drafting a road use agreement as well.
5. **Resolution 2023-09 Appropriating Funds for 100% County Culvert Replacement on E. 20th Road Update/Approval:** Greenwood reported this will be a 36-inch, 45-foot culvert and will be paid for using County Aid to Bridge Funds. He stated the amount is \$9,000. **Motion by Loucks and second by Murzynski to recommend the Full Board approve Resolution 2023-09 appropriating funds for 100 percent county culvert replacement on East 20th Road for an amount not to exceed \$9,000. All in favor, motion carried.**
6. **Township Bridge Program (TBP) Funding Update/Approval:** Greenwood reported the TBP funds came through in the amount of \$816,473. He said the average in years past was around \$204,000. He stated he has a long list of Township Bridges that need replaced.
7. **Seasonal Renting/Leasing of Roadside Mowing Equipment Update/Approval:** Greenwood reported he is looking into seasonal renting or leasing of mowing equipment. He said he had an issue with their bush hog and it was down for about a month. He stated Cross Implement is offering leases on mowers of around \$3,500 per year. Greenwood said he usually goes through mowers every six to seven years, and they are about \$25,000. He stated he would have to make sure he has enough in his budget in order to rent or lease mowing equipment next year.
8. **Other Items:** Bergen asked about the status of the Walshville Bypass Road. Greenwood said it is in the consultant's hands and he will try to get an update for the next meeting. Loucks asked about the highway department paying \$30,000 to the county every year for their current property. Greenwood said it is going to be discussed at the Finance and Budget Committee meeting. He said he would like to future-proof the property so when a new board comes in, they can't come in and repurpose that property for non-highway department use.

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

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

Meeting adjourned at 9:46 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
Buildings & Grounds Committee Meeting Minutes
County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Tuesday, October 3rd, 2023

Time: 8:30 AM – County Board Room

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

Members Absent: None.

Others Present: Andrew Affrunti, Daniel Robbins, Sarah McConnell, Rob Smith and Jeff Smith

The committee met today to discuss the following.

Buildings & Grounds Committee:

1. **Public Comments:** None.
2. **Maintenance and Cleaning Issues and Report Update/Approval:** Sneed reported the Coordinating Committee had to recommend purchasing compressors for the chiller at the new courthouse because of the equipment being 5 weeks out for delivery. He said the committee made a recommendation and the full board will approve it on Tuesday during the Buildings and Grounds portion of the meeting.
3. **Tuck Pointing at VAC Building Update/Approval:** Sneed reported AJWD Construction submitted a bid for tuck pointing at the VAC building and the north staircase of the Historic Courthouse. He said their total bid was for \$28,400. The other bid was from Seward Masonry and came in at a total of \$17,450. **Motion by Beck and second by Beason to recommend the full board approve the bid from Seward Masonry for tuck pointing of the VAC building and north staircase of the Historic Courthouse in an amount not to exceed \$17,450. All in favor, motion carried.**
4. **Interior Door Project for County Clerk's Office Update/Approval:** Sneed reported we are still waiting on the energy grant before moving forward with this project.
5. **Old Highway Department Property Update/Approval:**
 - **Approve Purchase Agreement, Advertise for Bids for Seymour Avenue Surplus Property (Old Highway Department) Update/Approval:** State's Attorney Affrunti reported he had a couple issues he needs clarification on for the purchase agreement. The first is who will maintain insurance on the property. He said the committee needs to make sure the buyer gets insurance and puts the county down as a renter, or at the very least make sure the county gets renter's insurance. The second issue is in regards to property taxes. He said right now, there are none, but that will change when the property is sold. Hughes stated the county could pay rent for the building EMA occupies that is equal to the amount the building is assessed in value in order to offset the property taxes of that particular property. Affrunti said he will include that and renter's insurance into the purchase agreement and should have it ready for the full board meeting. **Motion by Sneed and second by Hughes to advertise for bids for the Seymour Avenue surplus property. All in favor, motion carried.**
6. **Repair Chiller at New Courthouse Update/Approval:**
 - **Purchase Compressors for Chiller at New Courthouse Update/Approval:** Sneed reported the lowest bid came in at \$32,950 from Clow.
7. **Payment for Sidewalks for Kinney Contractors Update/Approval:** Assistant Coordinator David Jenkins reported he misread the final invoice last time it was addressed. He thought the invoice said \$232,665, but the invoice actually stated \$235,665. He said the price hasn't actually changed since it was submitted. It was just a mistake in reading it. Sneed said the County's share is actually a little under \$100,000. **Motion by Hughes and second by Folkerts to recommend the Full Board approve paying Kinney Contractors \$235,665 for sidewalk repairs. All in favor, motion carried.**

8. **2024 Committee Meeting Dates and Times Update/Approval:** Motion by Beck and second by Folkerts to approve the 2024 Buildings and Grounds Committee meeting dates with the revision of moving the November 5th meeting to November 7th. All in favor, motion carried.
9. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
10. **Other Business:** Circuit Clerk Robbins asked if the cleaning crew responsible for maintaining the new courthouse has a weight limit for lifting. He said they had a large waste bag full of shredded paper that was not removed from their office, but when they emptied the bag into individual bags and cans, the crew ended up disposing of it. Sneed said some cleaning issues and responsibilities at that building got muddied during Covid, and he will speak to the owner of the company about it.

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

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

Meeting adjourned at 9:14 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, September 28th, 2023 **Time:** 8:30 AM – County Board Room

Members Present: Doug Donaldson, Mark Hughes, Ethan Murzynski, Andy Ritchie and Bob Sneed

Members Absent: Evan Young

Others Present: Joe Gasparich, Curt Watkins, Sandy Leitheiser, Nikki Lohman, Hugh Satterlee, Rick Robbins, Andrew Affrunti and Sarah McConnell

The committee met today to discuss the following:

Public Comments: None.

Coordinating Committee: Doug Donaldson, Board Chairman -

1. **Information Systems Report Update/Approval:** Information Service manager Watkins reported he received three bids for the fiber redundancy project. He stated two of the bids did not come in within the allotted amount. He also reported the host for the new website is pretty much ready to proceed. He stated they wanted office holders and interested parties to review the site first. Watkins also reported they are working with Motorola on body cameras for the police department. Donaldson said he was approached by an official from one of the smaller villages about the possibility of the County purchasing body cameras for smaller agencies. Sheriff Robbins said purchasing the cameras would be a decision for the board to make but he wants to keep everything as separate as possible. Watkins also reported employee Zeke Philpot gave his notice and his last day is Friday.
2. **EMA Report and Hazard Mitigation Plan Update/Approval:** EMA Coordinator Gasparich reported they have had a little less participation with the Hazard Mitigation Plan from smaller communities this time compared to last, which he said was disappointing.
3. **West Central Development Council/Job Center Board/CEO Board Update/Approval:** Donaldson reported their next meeting is scheduled for October 19.
4. **CO2 Sequestration Ad Hoc Committee Update/Approval:** Donaldson reported the Illinois Commerce Commission (ICC) will be holding public hearings October 17th through 20th. He stated Heartland-Greenway is reluctant to speak with the county much more since the County has participated with the same attorneys representing other surrounding counties. He said the Committee needs to get back together to talk about wrapping up their business. He also stated the Wall Street Journal will be interviewing him about the project. Gasparich stated, as far as preparedness is concerned, the Emergency Management Agency is on the right track. He said they need to be prepared for other pipelines as well.
5. **Review of Executive Session Minutes Update/Approval:** Donaldson stated he will be meeting with County Clerk Leitheiser and Coordinator Chris Daniels to review closed session minutes. That meeting will be held before the next Development and Personnel Committee meeting.
6. **Committee Meeting Dates and Times for 2024 Update/Approval:** Donaldson stated each of the committees will be reviewing their respective meeting dates and times for the next year.
7. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
8. **Other Business:** Leitheiser reported the coal mine recently filed for expansion. She said she told a mine representative to come to a board meeting to provide an update.

Buildings and Grounds: Bob Sneed, Chairman:

1. **Maintenance and Cleaning Issues and Report Update/Approval:** Sneed reported Maintenance Superintendent Ernst will give a report at their meeting.

2. **Tuck Pointing at VAC Building Update/Approval:** Sneed reported they will open bids for tuck pointing at the VAC building and on the north staircase of the Historic Courthouse.
3. **Interior Door Project for County Clerk's Office Update/Approval:** Nothing new to report.
4. **Old Highway Department Property Update/Approval:**
 - **Approve Purchase Agreement, Advertise for Bids for Seymour Avenue Surplus Property (Old Highway Department) Update/Approval:** Sneed reported the committee will be advertising for bids after their next committee meeting, regardless of if they have heard from the State's Attorney's Office or not.
5. **Repair Chiller at New Courthouse Update/Approval:**
 - **Purchase Compressors for Chiller at New Courthouse Update/Approval:** Sneed reported they received two bids to repair the chiller at the new courthouse. One came from Johnson Controls at \$36,541, and the other came from Clow Controls at \$32,950. Sneed said he would like this committee to make a recommendation so they can get the compressors ordered since there is a five-week wait time on them. **Motion by Sneed and second by Murzynski to recommend the Full Board approve the bid from Clow Controls for chiller compressors at the new courthouse for an amount not to exceed \$32,950. ROLL CALL VOTE: Voting YES: Donaldson, Hughes, Murzynski, Ritchie and Sneed. Voting NO: None. All in favor, motion carried.**
6. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (not needed)**
7. **Other Business:** None.

Development & Personnel Committee: Mark Hughes, Chairman -

1. **Employee Health Insurance and Monthly HRA Report Update/Approval:** Hughes reported the County originally budgeted a 15 percent increase for employee health insurance, but Assured Partners representative Amanda Mast reported last month the increase would be 29 percent. Treasurer Lohman stated Mast received a competitive offer from another health insurance carrier, while United Healthcare dropped their increase to 19.9 percent. Lohman said Mast is going back to UHC to see if they can get that number down to 15 percent since the county does have another competitive offer. Lohman said the 19.9 percent increase would be about the same as the other offer in the end because of the amount the county would have to pay in HRA plans. Lohman said she hopes to have more information by the end of the day.
2. **MCEDC Update/Approval:** Hughes reported they do not have another meeting scheduled at this time.
3. **Animal Control Facility Update/Approval:**
 - **Animal Control Budget/Finances Update/Approval:** Nothing new to report.
4. **Animal Control Policy Update/Approval:** Hughes reported he spoke to Animal Control Warden Emily Gerl several times about a potential policy for how long to keep animals. He said Gerl told him she agrees there should be a timeframe, but she believes it should be longer than three months, which is what he said he would prefer. He said the decision will ultimately lie with the committee. Robbins said he has spoken with other counties who have policies limiting the amount of time they hold onto animals. He said some of the counties send the animals to humane societies after that determined length of time has been exhausted. Leitheiser said Animal Protective League is based out of Springfield. Daniels stated Bond County has a humane society as well. Health Department Director Satterlee asked what Paws Care's involvement is with regards to being a shelter. Hughes said members of Paws were present at the last committee meeting. Hughes said he received minutes from Leitheiser that read when the facility was built in 2009, it was believed Paws Care would assist with the facility. Hughes also stated it is nobody's fault but his for the commotion that occurred during the previous committee meeting. Donaldson stated social media played a big role as well.

5. **Nextlink Broadband Internet Update/Approval:** Leitheiser reported Mike Johnson from Nextlink sent an email stating they plan to have the first two towers in the southwest corner of the county active within six months of an agreement, and another two towers constructed in less than a year. She said they plan on continuing to build their network through Irving and Nokomis with the initial towers, as well as Honey Bend and Farmersville. To start tying into the rest of their Illinois network.
6. **Vistra Energy – Coffeen Solar Project Permit Application Update/Approval:** Hughes reported Jeremy Conner from Hurst-Rosche met with representatives from Vistra Energy, and he still has a couple of issues that have not been answered regarding the independent review of the solar application.
7. **Vistra Energy – Coffeen Solar Project Enterprise Zone Request Update/Approval:** Hughes reported the committee will wait until after this issue is addressed at the next mayors meeting.
8. **Ordinance Adopting Personnel Manual Update/Approval:** Hughes stated the committee has a couple of items in the Personnel Manual that need to be addressed.
9. **2024 Holiday Schedule Update/Approval:** Hughes reported the committee will review the holiday schedule for the upcoming year.
10. **Scheduling of Union Negotiation Meetings with Local 1084 (Correctional Officers and Telecommunicators) Update/Approval:** Hughes reported he spoke with Matt Blankenship from Local 1084, and they are still waiting for the paperwork switching unions to be finalized. He said they will not have it ready by the next committee meeting, but definitely by the November committee meeting. He said they also may have to hold special meetings in between to negotiate the upcoming contract.
11. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
12. **Other Business:** Hughes reported he would like to add Cole McDaniel to the committee agenda for consulting on grant writing and economic development. Robbins reported the custodian has retired, and he spoke to Local 1084 about possibly changing that position to part-time or contracting out the position. He said the union was not in favor of that, so he will have to look into the possibility of hiring a new full-time custodian. Robbins also reported the jail population will be down significantly within the next month or two as a result of the Safe-T Act. He said they had a population in the 50s, and it has already decreased to around 38.

Finance and Budget Committee: Andy Ritchie, Chairman -

1. **SOA Report Update/Approval:** Ritchie stated they will have a report at the committee meeting.
2. **Capital Improvement Fund Reports Update/Approval:** Ritchie stated they will have a report at the committee meeting.
3. **County Policy for Special Fund Use Update/Approval:** Ritchie reported both the State’s Attorney’s memorandum and the UCCI opinion are on the agenda to be discussed.
 - **Memorandum on Collective Bargaining/Special Fund Use Update/Approval:** Nothing additional to report.
 - **UCCI Opinion on Special Fund Use Update/Approval:** Nothing additional to report.
4. **FY 2024 Budget Update/Approval:** Ritchie reported the committee will hold a special meeting this evening to discuss the budget, which is currently facing a \$630,000 deficit in the general fund.
5. **Resolution Increasing Election Judge Salary Update/Approval:** Leitheiser stated State’s Attorney Affrunti requested this item be postponed from last month’s meeting. Affrunti said he looked at the Resolution and has approved it.
6. **Pre-approved Vendor List Revisions Update/Approval:** Ritchie reported the committee will review the pre-approved vendor list.
7. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
8. **Other Business:** Satterlee asked if derelict properties could be discussed at the next mayors meeting. Donaldson said it will be added. Satterlee also reported the County is currently unable to receive any money from the State of Illinois because the audit was not submitted and we were placed on a no payment list. He said he did not know or care to know who was responsible, but this is unacceptable.

Donaldson said the issue has been discussed and it will continue to be addressed with the employee who is responsible. Lohman stated the audit has since been submitted, but it was submitted late. Donaldson said this will not happen again.

Roads and Bridges Committee: Ethan Murzynski, Chairman

1. **Section 15-00138-00-BR Red Ball Trail Bridge Update/Approval:** Murzynski reported they will have an update at their committee meeting but he believes they are still ahead of schedule.
2. **Upcoming Road Use Agreements Update/Approval:** Affrunti stated he believes the Road Use Agreements for the solar projects that were discussed with Brown and Hays are ready to be approved at the next meeting.
3. **Seasonal Renting/Leasing of Roadside Mowing Equipment Update/Approval:** Nothing new to report.
4. **Other Items:** Murzynski stated he would like to add a Walshville Bypass Road updated to the committee agenda.

Appointments for this month's Full Board meeting: None.

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

Meeting adjourned at 9:48 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, October 2nd, 2023

Time: 5:00 PM – County Board Room

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

Members Absent: Bill Bergen

Others Present: Daniel Robbins, Rick Robbins, Trent Lohman, Nikki Lohman, Sarah McConnell, Bill Montgomery, Andrew Affrunti, Amanda Mast, Emily Gerl, Kim Noyes, Sandy Leitheiser, Russell Whitaker, Tyson Holshouser and Cole McDaniel (via telephone)

The committee met today to discuss the following:

Development & Personnel Committee: Mark Hughes, chairman -

1. **Public Comment:** Jessica Durbin from Cake it On Cakery in Nokomis reported she hosted a canines and cars event weeks ago that was very successful and raised a substantial amount of money for animal control. She asked if there was a separate line in the animal control budget for donations. Treasurer Lohman reported there is a donation line in the revenues. Donaldson asked if there was a better way to track what donation money was being used for in order to be more transparent. State's Attorney Affrunti reported in other counties, non-profit organizations typically ask what is needed at the facility and then purchase the items and donate those rather than donating money. Jones stated the guidelines for becoming a 501(c)3 have changed and it can all be done online now. He said it is also not as expensive as it used to be. Durbin stated they have put a lot of work into making a positive impact for the animal control facility and would like to keep that up.

Florence Clark from PAWS Care reported she has offered her personal support to the animal control facility. She stated she keeps hearing rumors that PAWS doesn't work with AC, but she doesn't know where that is coming from and she wants to clear that up. She said at least as far as she has been president, they have wanted to work as a community and work together.

2. **Employee Health Insurance and Monthly HRA Report Update/Approval:** Assured Partners representative Amanda Mast presented the updated employee health insurance figures for open enrollment. Hughes reported the board initially budgeted for a 15 percent increase. Mast said United Healthcare's first offer came in at a 29 percent increase. She stated she was able to get that down to 19.9 percent, before UHC finally offered a \$25,000 premium holiday, which ultimately brought the final increase down to 17.1 percent. She said she received other offers from Health Alliance and BlueCross BlueShield. Aetna and Signa declined to make offers and Humana has exited the health insurance market in Illinois. Mast reported Health Alliance's offer came in at a 13.1 percent increase, but would require all employees to enroll in an HRA model. She said they also have the slimmest network and weaker benefits to employees who are enrolled in an HRA plan. She recommended not going with the Health Alliance offer because of these reasons. The BCBS offer came in at an increase of 58.6 percent. **Motion by Beason and second by Jones to recommend the Full Board accept the Employee Health Insurance Plans from United Health Care as presented. All in favor, motion carried.**
3. **MCEDC Update/Approval:** Montgomery County Economic Development Corporation Executive Director Bill Montgomery introduced himself to the committee. He stated he would like to pass out a short survey to board members on what they believe MCEDC should do for the County. He also reported he reached out to Mike Johnson from Nextlink, who has expressed a willingness to come to a county board meeting and speak.

4. **Animal Control Facility Update/Approval:** Animal Control Warden Gerl reported they took in 14 cats during the month of September, and were able to adopt eight out. She said she also transferred eight others out of the facility. She reported she transferred 12 dogs out of the facility during September.
5. **Animal Control Policy Update/Approval:** Hughes read a policy for the committee to consider. It read “The Montgomery County Animal Control facility may house or foster a surrendered or confiscated animal for a period of no longer than ‘to be determined.’ After said timeframe has passed, the animal must be vacated from the Animal Control facility or foster home by means of adoption, transfer to an animal shelter, transfer to the humane society or animal protective league, or, if all other avenues have been exhausted, euthanized. Additionally, veterinary expenses for an individual animal shall be limited to vaccination and parasite control. Animal medical expenses outside of those parameters shall not be funded without prior authorization of the Animal Control Deputy Administrator or the Montgomery County Board.” Gerl requested the timeframe be at least six months because there is a lot that has to happen in order to get those animals out in that time. Jones said he believes the board needs to have a vendor agreement in place for animal medical expenses. Hughes asked Treasurer Nikki Lohman what the financial figures were for animal control. Lohman explained for Fiscal Year 2023, the expenses total \$250,830, which includes a transfer of \$176,883 from the Vanek Estate in order to balance out the deficit. She reported the Vanek Estate has been compensating for the deficit in animal control for a number of years. She stated actual expenses with two months left in the fiscal year are totaling \$125,448. She reported, if \$176,883 of Vanek money is transferred this year, that will leave a total of around \$80,000 of that money. County Clerk Leitheiser reported 2014 was when the Vanek money was first donated. Hughes read minutes from previous committee and full board meetings about the animal control facility and what was believed the role of PAWS Care would have with the facility at the time. He also reported he would not like to keep kicking this can down the road. Ruppert stated the policy is vague enough he believes the board could pass it and continue to add onto it as they see fit. **Motion by Ruppert and second by Jones to recommend the Full Board approve the animal control policy with a six month timeframe. Hughes, Jones and Ruppert voted in Yes. Beason voted No. Motion passes by a 3-1 vote in favor.**
6. **Nextlink Broadband Internet Update/Approval:** Nothing additional to report.
7. **Vistra Energy – Coffeen Solar Project Permit Application Update/Approval:** Russell Whitaker, who is a legal representative for Vistra Energy, reported they were here last month for a public hearing on their proposed solar farm. He said he spoke with Jeremy Conner from Hurst-Rosche about issues with the independent engineering review, and there were really two issues overall that needed to be addressed. Whitaker said the first issue relates to a fence. Whitaker said the setbacks must be at least 50 feet, but there is an existing fence on the property that are closer than that, and they would like to request that existing fence be allowed to remain there. He said the solar panels themselves will all exceed the 50 feet requirement. Donaldson stated that seemed like a legitimate request. The second issue, Whitaker stated, had to do with decommissioning of the plant. Whitaker stated they are committed to removing whatever equipment they install and they have a decommissioning plan as part of their application. Jones asked if they have a bond. Whitaker said they have a corporate guarantee. Jones said the bond typically protects the County in case the company changes hands and decides to leave the property, leaving all of the equipment in place. Whitaker stated they are committed to removing whatever equipment they install if they were to end up vacating. Hughes reported he would like to speak with Jeremy Conner before making a recommendation to make sure the updated plans satisfy his issues.

8. **Vistra Energy – Coffeen Solar Project Enterprise Zone Request Update/Approval:** Donaldson reported the mayors will meet October 18 and this item will be discussed further during that meeting.
9. **Ordinance Adopting Personnel Manual Update/Approval:** State’s Attorney Affrunti reported the board needs to adopt the personnel manual as an ordinance, and they will be in compliance with the new law after that. Treasurer Lohman said the board still won’t meet the qualifications because the personnel manual does not allow employees to use time off without being approved by management. She also said the legislation recommends allowing it in hourly increments. She said there is a webinar scheduled for tomorrow with the Department of Labor to explain more. Affrunti said he will join her on the webinar. Sheriff Rick Robbins stated he would like an issue of department heads placing employees on FMLA after three days of sick time. He said it used to be in the personnel manual, but got taken out of the most recent one for some reason. Hughes said this committee will work on that.
10. **2024 Holiday Schedule Update/Approval: Motion by Ruppert and second by Beason to approve the 2024 Holiday Schedule as presented.** Ruppert asked if Juneteenth was a state-mandated holiday. Hughes said yes. **All in favor, motion carried.**
11. **2024 Committee Meeting Dates and Times Update/Approval:** Hughes reported only two of the proposed committee meeting dates will not work for next year. January 1st and September 2nd are both holidays in 2024, and the committee will have to look into moving those meetings off those dates. He said the Thursdays of both of those weeks are open. **Motion by Jones and second by Ruppert to approve the Development and Personnel Committee meeting dates for 2024, with the revisions of moving the January 1st meeting to January 4th and the September 2nd meeting to September 5th. All in favor, motion carried.**
12. **Cole McDaniel from Spoon River Economic Development Update/Approval:** McDaniel called into the meeting to introduce himself to committee members. Ruppert asked if he had an energy background. McDaniel stated Fulton County has an energy plant, which has influenced his work. Hughes said he wanted the committee to hear about options for economic development assistance.
13. **Scheduling of Union Negotiation Meetings with Local 1084 (Correctional Officers and Telecommunicators) Update/Approval:** Hughes reported they may have to hold a special meeting in order to negotiate the contract with the labor union. He stated they are waiting to receive paperwork on the change of the union.
14. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
15. **Other Business:** Sheriff Robbins reported the custodian position is open and he will be advertising for that position to be filled.

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

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

Meeting adjourned at 6:50 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
Special Meeting Minutes**

County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Thursday, September 28th, 2023

Time: 5:30 PM – County Board Room

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

Members Absent: Doug Donaldson

Others Present: Kendra Niehaus, Kevin Schott, John Hanifan, Rick Robbins, Jeff Roach, Bill Bergen, Sarah McConnell, Phil Ernst, Rachel Maretti, Trish Roemelin, Sandy Leitheiser, Erin Matteson, Bane Ulrici, Andrew Affrunti, Hugh Satterlee and Daniel Robbins

The committee met today to discuss the following:

1. **Public Comment:** None.
2. **FY 2024 Budget Update/Approval:** Ritchie reported the board started with a general fund deficit of \$1.2 million at the beginning of the budget process. That was decreased to around \$250,000 after department heads met with representatives from Bellwether. He stated after numerous meetings and the initial budget hearing, that deficit now stands at \$600,442. He said his goal would be to start the process to get the deficit down to \$250,000. The committee spent much of the time discussing the use of special funds by county departments and whether or not they should be used to pay for salaries. Ritchie stated he would like to see the board implement a policy clarifying the use of such funds. Part of the policy, he said, would be implementing a two-time card system where employees who are paid using special funds would have to use a second time card when they are performing work that is paid for using said funds. Affrunti said the funds, in the circuit clerk's case, are used for data entry and many of the employees would not need a second card because their special fund card would be the only one used. Loucks said that is the point. Ritchie stated he would also like the board to consider offering Voluntary Separation Incentive Pay (VSIP) and/or Voluntary Early Retirement Account (VERA) pay to employees to help reduce the deficit. Sheriff Rick Robbins stated he is open to having a discussion on that, but not this late in the budget process. Treasurer Lohman stated the board could look more into that throughout next year. Health Department Director Satterlee stated the board has offered early retirement at least two times before since he has been with the County. He said the vacant positions were then refilled by employees at a lower salary range; so it helped, but not by much. Sheriff Robbins shared some adjustments he could make to his budget. After the adjustments were entered in, Lohman reported the deficit now stands at around \$575,000. Affrunti said he would be willing to give his ARPA funds (about \$50,000) for the cellbrite equipment back to the county to use to offset the deficit. Lohman said this doesn't help the end goal as they would be supplementing the deficit instead of trying to balance the budget.
3. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** *(not needed)*
4. **Other Business:** None.

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

Meeting adjourned at 7:53 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, October 6th, 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: Daniel Robbins, Kevin Schott, Sandy Leitheiser, Nikki Lohman, Tyson Holshouser, Sarah McConnell, Hugh Satterlee, Erin Matteson, Curt Watkins, Andrew Affrunti, Kendra Niehaus

The committee met today to discuss the following:

1. **Public Comment:** None.
2. **SOA Report Update/Approval:** Ritchie reported there will be a report for the Supervisor of Assessments office at the full board meeting.
3. **Capital Improvement Fund Reports Update/Approval:** Ritchie reported Treasurer Lohman submitted the monthly capital improvement report. Loucks asked if any CDs were coming due. Lohman said a couple came due at the end of September. She stated she was able to invest again at a rate of 5.31 percent. They are all one year terms. She reported the August coal royalty payment came in at \$101,562.53. In total, the capital improvement fund stands currently at \$1.5 million.
4. **County Policy for Special Fund Use Update/Approval:**
 - **Memorandum on Collective Bargaining/Special Fund Use Update/Approval:** Circuit Clerk Robbins reported the memorandum from the State's Attorney says the Circuit Clerk is the employer of the deputy clerks and is responsible for setting their salaries. He said typically when it comes to negotiating contracts with the union representing employees in his office, he would ask the board for how much money he has to negotiate with, and then go into negotiations with that amount. Young stated former circuit clerk Holly Lemons used to have the board negotiate on her behalf so there was no conflict of interest.
 - **UCCI Opinion on Special Fund Use Update/Approval:** Lohman reported the UCCI opinions she found state the county board controls the allocation of funds for each department. She said the opinions also state a county clerk cannot exceed the total appropriation in the budget. Ritchie said these items are just informational and do not have to be acted upon.
5. **Recommend Adopting the Estimated FY 2024 Aggregate Levy Update/Approval:** Lohman reported this levy is adjusted to reflect a recommendation from Bellwether to utilize funds from the IMRF and Social Security reserves in order to avoid a truth in taxation hearing. She said IMRF reserves are currently at \$1.7 million and Social Security is at \$1.2 million. **Motion by Whitworth and second by Folkerts to recommend the Full Board adopt the estimated FY 2024 aggregate levy as presented and pull \$200,000 from the IMRF reserves and \$200,000 from the Social Security reserves. All in favor, motion carried.**
6. **Recommend Adopting the Estimated FY 2024 Special Levies Update/Approval:** Lohman reported most of the special service levies are at or near the max rate of five percent. She stated some ambulance districts did not want to max out their budgets while others did. State's Attorney Affrunti stated the board will need to appoint new members to the Litchfield Ambulance Commission since some are no longer serving. He said this will need to be done at the next meeting. **Motion by Ritchie and second by Beck to recommend the Full Board adopt the estimated FY 2024 Special Levies as presented. All in favor, motion carried.**
7. **Resolution Increasing Election Judge Salary Update/Approval:** County Clerk Leitheiser reported this resolution would increase election judge salaries to \$185 for those who have not gone through training, and \$205 for those who have. She said this does not apply to early voting judges. She also reported the state will fully reimburse the increase. **Motion by Whitworth and second by Ritchie to recommend the Full**

Board approve the Resolution Increasing the Election Judge Salaries to \$185 without training and \$205 with training. All in favor, motion carried.

- 8. Pre-approved Vendor List Revisions Update/Approval:** Ritchie reported there are two problems with the current list: one is that some of the veterinary services listed are no longer in business, and the other is the need to find a vet service that offers after-hours care. Ritchie said they have to keep one vet service on the list in addition to Probst since it was reported he doesn't have after-hours service. Young suggested finding one vet service for everything that would include after hour calls. Donaldson said he doesn't know if anyone has even approached Probst about offering after-hours service. Ritchie said the committee could forward that issue to the Development and Personnel Committee while removing the vet services from the list who are no longer in business. Whitworth stated Countryside Vet Clinic is no longer in business and is now operated as Hillsboro Advanced Veterinary Clinic, which is also currently on the list. **Motion by Young and second by Beck to remove Countryside Vet Clinic from the Pre-Approved Vendor List. All in favor, motion carried.**
- 9. 2024 Committee Meeting Dates & Times Update/Approval:** The committee agreed to continue meeting on Friday mornings at 8:30 a.m. **Motion by Ritchie and second by Beck to approve the 2024 Committee Meeting dates and times as presented. All in favor, motion carried.**
- 10. Recommend Presenting FY 2024 Budget for Review Update/Approval:** **Motion by Ritchie and second by Whitworth to recess the Finance and Budget Committee meeting until 10:03 a.m. All in favor, motion carried. Meeting recessed at 9:53 a.m. Motion by Ritchie and second by Beck to reconvene the Finance and Budget Committee meeting. All in favor, motion carried. Meeting reconvened at 10:09 a.m.** Ritchie reported the County started with a deficit of \$1.4 million. It was reduced to \$280,000 after Bellwether met with department heads, and the budget now stands at \$430,385. He stated he would like wages that are paid for out of special funds to be done so in the form of bonuses instead of salaries in order to help the counties IMRF and social security contribution. Leitheiser reported this is the first time she has heard bonuses in this process. Lohman said Leitheiser would like the amount from the salary contribution line this year to be added to the salary line for next year's budget. Leitheiser said her employees in her special fund received that amount as part of their salary. Public Defender Matteson stated she would like to add a position to her office that will be paid for entirely with the new special defense fund. Lohman stated this is a brand new fund the County just received, which can be used for public defender salaries. Matteson said the employee who will potentially be transferred to said fund is aware that if the funding stops, the job may be cut. Daniel Robbins, who is also proposing to pay salaries out of special funds, stated his employees are also aware that if their special funds disappear, the money for the employees does as well. He said the union is aware of that as well. Health Department Director Satterlee stated the County has to live within its means, just like they do at the health department. Lohman stated the general fund does not have reserves. Leitheiser stated her special funds are sustainable. She also reported her lowest paid employee is currently making \$16.70 per hour. Satterlee reported the health department will appear to be \$68,000 in the hole over the next few years, but they have received a \$350,000 grant this year that will be expended over the next five years. Lohman reported when the committee asked department heads to take another look at their budgets, the maintenance department put their salary increases back. Affrunti stated if department heads choose to pay employees out of special funds, they must pay for benefits out of those funds as well so the burden does not fall on the general fund. Leitheiser and Robbins stated they are agreeable to that. Lohman stated she would like to see whatever budget that is recommended Tuesday to stay the same for the meeting in November because last-minute changes can become messy. Lohman reported Circuit Clerk Robbins is requesting his salary be increased to the other elected officials as well. Robbins stated the current opinion of other counties, judges and the supreme court is circuit clerks are not county officials and do not follow the rule that their salaries must be set for the length of their terms. Leitheiser said past precedence is the circuit clerk's salary increases being on the same schedule as the treasurer and county clerk. Regarding the maintenance department salaries, Young stated he believes they should receive the six percent increase that all other non-union employees are receiving. Lohman changed the salary for maintenance superintendent to \$58,978.40 and the maintenance employee to \$36,930.40 per this suggestion. Lohman reported the animal control budget is currently facing a deficit of \$30,601 after transferring the remainder of the Vanek Estate money for next year's budget. Beck stated veterinary expenses also include medication for things like Parvo, so it cannot be cut as much as previously believed. Young asked about cutting it back to \$40,000. Beck said she thinks that would work. The committee

increased revenues for pet adoptions and added the county contribution of \$7,500 which was not originally reflected. Lohman said she thinks the reason the county's contribution was not included in the budget is because Bellwether was waiting to see how much the county would be contributing to fund the deficit. Lohman said after putting the county's \$7,500 contribution in, their budget is balanced. As the committee discussed the State's Attorney's budget, Young stated he believed the Assistant State's Attorney's salary line should reflect a six percent increase like the other departments. He said that is in line with Bellwether's recommendation, which would decrease it from \$200,000 to \$134,000. By doing that, it would save the general fund \$57,000. Folkerts said the Associate Public Defender line could also be decreased to match the assistant State's Attorney line. Young suggested all three of the employees' salaries being at \$85,000 each. Whitworth also said the committee could decrease the salary full-time line in the Public Defender budget to \$27,300, which would match the county minimum since a new employee is being hired. Lohman reported, as of right now, the county is proposing to spend a total of \$1,632,564.20 in coal money between projects for next year and balancing the general fund deficit. Young also suggested pulling \$100,000 out of the Circuit Clerk's full-time salary line item, and adding it to the special fund salary line. Lohman said doing so would bring the overall deficit to \$324,415. Daniel Robbins stated he is ok with trying that for one year, but those funds also pay for supplies for his office. He said if the board chooses to do this, he would prefer all of the additional funds to the salary lines to come out of the document storage fund. Affrunti stated his personal frustration is he went to the board ahead of time last year and got their permission to increase the Assistant State's Attorney salaries to \$100,000 each, and now the committee is considering going back on that. Loucks stated he does not remember the board actually approving the increases. Beck said State's Attorneys across the state are having a difficult time hiring attorneys at salaries less than \$100,000. Ritchie suggested moving that salary line back to \$200,000. Lohman reported Supervisor of Assessments Niehaus has cut a total of \$2,000 from her budget. Affrunti said he could save the county another \$10,000 by decreasing his salary-full time line to \$69,500. While discussing the EMA budget, Lohman reported she wasn't happy about being thrown under the bus in an email for the county being put on a no-pay list by the State when she had no control over it. She stated she was not able to submit the audit on time because a department head did not get her the required documents in time. Ritchie stated Satterlee was angry at the Coordinating Committee meeting because of this incident which caused funding to be stopped at the Health Department as well. Whitworth suggested decreasing the EMA travel and uniform lines to \$500 each. Lohman reported the deficit after all of these changes is approximately \$292,780.10. **Motion by Beck and second by Whitworth to recommend the FY 2024 Budget with a general fund deficit of \$292,780.10 to the full board for a 30-day review.** Matteson asked the committee to wait on decreasing the salary full-time line in her budget for the time being. She said that current employee has not accepted the new position yet, so they can't cut her salary right now. She also asked if the Associate Public Defender adjustment would reflect the \$85,000 salary plus a six percent increase. Jenkins said it does not currently. Matteson said the county will lose that employee. She said they have to at least give the six percent salary increase. Lohman said that would bring that salary line up to \$90,100. Matteson said she could talk to the judges about making up the difference to get that overall salary up to \$100,000; otherwise, Wes Poggenpohl, who is currently the associate public defender, is going to leave. Jenkins said by increasing these two lines, that would bring the overall general fund deficit to \$300,965. **Motion by Beck to amend her motion to recommend the FY 2024 Budget with a general fund deficit of \$300,965 to the full board for a 30-day review. Whitworth agrees to the amendment and seconds the motion. All in favor, motion carried.**

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

12. Other Business: None.

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

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

Meeting adjourned at 3:20 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

Roads & Bridges Committee Meeting Minutes

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

Date: Wednesday, October 4th, 2023 **Time:** 8:30 AM – Conference Room, County Highway Dept.

Members Present: Ethan Murzynski, David Loucks, Chad Ruppert, Patty Whitworth (arrived at 8:55 a.m.)
and Doug Donaldson

Members Absent: Bill Bergen

Others Present: Cody Greenwood

The committee met today to discuss the following:

Roads & Bridges Committee:

After calling the meeting to order and taking attendance, a motion was made to temporarily appoint Doug Donaldson as a voting member of the committee due to low member attendance at the start of the meeting.

Motion by Murzynski and second by Ruppert to temporarily appoint Doug Donaldson to the Roads and Bridges Committee. All in favor, motion carried.

1. **Public Comments:** None.
2. **Section 15-00138-00-BR Red Ball Trail Bridge Update/Approval:** Highway Engineer Greenwood presented pictures of the progress on the project. He stated it will likely be oil and chipped within the next two weeks.
3. **Anacott Solar Road Use Agreement Update/Approval:** Greenwood presented the committee with Road Use Agreements for both the Anacott Solar and Bluestar Solar projects. He said State's Attorney Andrew Affrunti and the county's third-party law firm have reviewed the agreements and don't have any issues. **Motion by Ruppert and second by Donaldson to recommend the Full Board approve the Road Use Agreement for the Anacott Solar Project as presented. All in favor, motion carried.**
4. **Bluestar Solar Road Use Agreement Update/Approval:** **Motion by Ruppert and second by Donaldson to recommend the Full Board approve the Road Use Agreement for the Blue Star Solar Project as presented. All in favor, motion carried.**
5. **Section 23-01134-00-BR White Settlement Tr., Audubon Twp., Bridge Replacement Engineering Services Update/Approval:** Greenwood reported this is a preliminary engineering agreement with Hurst-Rosche engineers for \$40,000. **Motion by Murzynski and second by Loucks to recommend the Full Board approve the preliminary engineering agreement with Hurst-Rosche for an amount not to exceed \$40,000. All in favor, motion carried.**
6. **Section 23-07108-00-BR N. 26th Ave., Harvel Twp., Bridge Replacement Engineering Services Update/Approval:** Greenwood reported this agreement, which is also with Hurst-Rosche, is a little less because the firm has already done some hydraulic and surveying work. **Motion by Murzynski and second by Donaldson to recommend the Full Board approve the preliminary engineering agreement with Hurst-Rosche for an amount not to exceed \$35,000. All in favor, motion carried.**
7. **Section 23-10121-00-BR E. 23rd Rd., Nokomis Twp., Bridge Replacement Engineering Services Update/Approval:** Greenwood reported this item and the next will both have to be tabled until the next month as he is waiting on more information. He said the agreement is with WHKS. This bridge is located at the intersection of Cottonwood Trail.
8. **Section 23-18119-00-BR E. 22nd Rd., Witt Twp., Bridge Replacement Engineering Services Update/Approval:** Item was tabled until next month.
9. **New equipment purchase for FY24 Update/Approval:** Greenwood reported he has budgeted for and is looking to purchase an excavator next year. He said it's a 100 horsepower machine that weighs between 33,000 and 34,000 pounds. He stated they are currently using two backhoes to do jobs that

could be done better by an excavator. He said they will be demoing a machine from John Deere. He also has a price from Cat Altorfer. The price of the Cat machine is \$6,000 more than John Deere's, but Greenwood said it is not an apples-to-apples comparison. He said the John Deere is a basic machine and all the extra options that would be to be added to it are aftermarket options.

- 10. Old Highway Dept. Update/Approval:** Greenwood reported the asbestos abatement has been completed. Donaldson stated the Buildings and Grounds committee finished approving bid requirements at their meeting yesterday. He said the money from the sale of the property will go back into the capital improvement fund. He also reported bids that are submitted must include a development plan.
- 11. Roof replacement on white block building Update/Approval:** Greenwood reported the block building on their current property has storm damage. He said they received a check from the insurance company for just under \$55,000. He said he received a quote from Young's roofing for a shingled surface that is around \$67,000. He also received a bid from Pro-Bilt for a metal roof, which would include removing the existing surface, for around \$90,000. Donaldson said it would make sense to do a metal roof, but the County would have to come up with the additional \$35,000. He said the Buildings and Grounds Committee can discuss the matter at their meeting next month since that building will end up being occupied by EMA.
- 12. Walshville Bypass Road Update/Approval:** Greenwood reported the engineers have begun surveying for the project. He said the preliminary engineering should be completed within the next 12 months. The phase after that will include beginning negotiations. The reason it is taking as long as it is, Greenwood said, is because of the State of Illinois. He said they hope to start construction on the project in the summer of 2026.
- 13. Other Items:** Greenwood reported a tire pickup event for townships has been scheduled for December 4, 2023. The committee also discussed 2024 committee meeting dates and times. Greenwood said continuing to meet on Wednesdays works for him. Donaldson also reported he heard from a citizen concerned with the safety of the Fillmore-Nokomis blacktop. Greenwood said there is a stop sign at that location, but many drivers don't use it.

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

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

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

Montgomery County Board
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.

Montgomery County Board
Buildings & Grounds Committee Meeting Minutes

County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Tuesday, December 5th, 2023

Time: 8:30 AM – County Board Room

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

Members Absent: None

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

The committee met today to discuss the following:

Buildings & Grounds Committee:

1. **Public Comments:** None.

2. **Maintenance and Cleaning Issues and Report Update/Approval:** Maintenance Superintendent Ernst presented his monthly report to the committee. A lengthy discussion took place on the lack of response from Schindler Elevator regarding the elevator in the Historic Courthouse that has been down since October 3rd, 2023. Employees have been taking care of customers who can't use the stairs at their car. Chairman Donaldson reported he and Sheriff Robbins have been calling and emailing Schindler but have not received any responses. The last we heard, the elevator was going to be down until the middle of December. Phil Ernst reported the Generator at the Jail has been installed and is operating. They fixed the furnace at the Annex Building for the ROE office and the compressor for the chiller is being shipped on December 28th, 2023. Discussion took place regarding postponing the painting of the fire escape and band around the Historic Courthouse. **Motion by Beason and second by Hughes to postpone the painting work until we have the available funding. All in favor, motion carried.**

3. **Contract for Cleaning Services from National Maintenance and Cleaning Inc. Update/Approval:** Sneed reported he spoke with the owner of National Maintenance & Cleaning regarding the cleaning issues at the New Courthouse and a different cleaning person will starting in January. The new person will be the same one that currently cleans at Litchfield City Hall. **Motion by Beason and second by Folkerts to recommend the contract with National Maintenance and Cleaning Inc. to clean the New Courthouse for \$22.50 per hour. All in favor, motion carried.**

4. **Elevator at the Historic Courthouse Update/Approval:** Chairman Donaldson reported he has emailed Schindler regarding the elevator being down and that he reported the issue to the State Fire Marshall's Office. States Attorney Affrunti has requested a copy of the maintenance contract with Schindler to review it. Donaldson said that he will call Katie Wilson at the Farm Bureau to see if we can use their conference room for the December full board meeting.

5. **Interior Door Project for County Clerk's Office Update/Approval:** Clerk Leitheiser reported we are still waiting on the DCEO Energy Transition Grant Funding for this project. Leitheiser stated that she and Coordinator Daniels were on a conference call with our DCEO Grant Administrator to get a timeline of when we could expect the grant award agreement and there was no date given yet.

6. **Repair/Replace Roof of Block Building at Highway Department Update/Approval:** Sneed reported that Engineer Cody Greenwood is drawing up the bid specs.

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

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

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

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

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

Date: Thursday, November 30th, 2023

Time: 8:30 AM – County Board Room

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

Members Absent: Chad Ruppert

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

The committee met today to discuss the following:

Public Comments: None

Coordinating Committee: Given by Board Vice Chairman Evan Young -

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

Buildings and Grounds: Bob Sneed, Chairman:

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

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

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

Development & Personnel Committee: Chad Ruppert, Chairman -

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

Finance and Budget Committee: Andy Ritchie, Chairman -

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

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

Roads and Bridges Committee: Ethan Murzynski, Chairman

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

Appointments for this month's Full Board meeting:

Mandy Sebeschak and Don Huber reappoint to the ETSB Board.

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

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

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

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

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

Members Absent: Russell Beason and Jeremy Jones

Others Present: Rick Robbins, Tyson Holshouser and Andrew Affrunti

The committee met today to discuss the following:

Development & Personnel Committee: Mark Hughes, chairman -

1. **Public Comment:** None.

2. **Union Negotiations with Local 1084 (Correctional Officers) Update/Approval:**

3. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** Motion by Hughes and second by Bergen to enter into executive session for the purpose of discussing union contracts for the Sheriff's Correctional Officers in Local 1084. All in favor, motion carried. Committee entered into executive session at 5:00 p.m. Motion by Bergen and second by Hughes to come out of executive session. All in favor, motion carried. Committee returned to open session at 5:50 p.m.

4. **Union Negotiation Meetings with Local 1084 (Correctional Officers) Update/Approval:** The committee and Local 1084 came to a tentative agreement. Motion by Hughes and second by Bergen to recommend the Tentative Collective Bargaining Agreement with Local 1084, Correctional Officers to the Full Board pending States Attorney approval.

5. **Other Business:** None.

No bills were submitted.

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

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

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

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

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

Members Absent: Mark Hughes and Jeremy Jones

Others Present: Rick Robbins, Tyson Holshouser and Andrew Affrunti

The committee met today to discuss the following:

1. **Public Comment:** None.

2. **Union Negotiations with Local 1084 (Telecommunicators) Update/Approval:**

3. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** Motion by Donaldson and second by Bergen to enter into executive session for the purpose of discussing union contracts for the Sheriff's Telecommunicators in Local 1084. All in favor, motion carried. Committee entered into executive session at 4:36 p.m. Motion by Donaldson and second by Beason to come out of executive session. All in favor, motion carried. Committee returned to open session at 7:50 p.m. – There was no tentative agreement reached. The union will come to the next regular scheduled committee meeting on December 4th, 2023 at 6:00 pm to continue union negotiations.

4. **Other Business:** None.

No bills were submitted.

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

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

Montgomery County Board Development & Personnel Committee Meeting Minutes

County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Monday, December 4th, 2023

Time: 5:00 PM – County Board Room

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

Members Absent: None.

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

The committee met today to discuss the following:

Development & Personnel Committee: Mark Hughes, chairman -

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

Montgomery County Board

Finance & Budget Committee Meeting Minutes

County Board Room, 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: Sandy Leitheiser, Kendra Niehaus, Rick Robbins, Nikki Lohman and Jeff Roach.

The committee met today to discuss the following:

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

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

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

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

Montgomery County Board

Roads & Bridges Committee Meeting Minutes

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

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

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

Members Absent: None.

Others Present: Cody Greenwood

The committee met today to discuss the following:

Roads & Bridges Committee:

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

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

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

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