

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

8:30 a.m. Thursday, May 28, 2026

Members Present: Doug Donaldson, Mark Hughes, Ethan Murzynski, Connie Beck, Chad Ruppert, Dr. Patty Whitworth

Members Absent: None

Others Present: Mike Plunkett & Lucas Nowlan of County Board Administration, Engineer Cody Greenwood, County Clerk Sandy Leitheiser, EMA/EPA/911 Director Dan Hough, IS Director Curt Watkins, Treasurer Nikki Lohman, Circuit Clerk Daniel Robbins

Pledge of Allegiance: was led by Chairman Donaldson

Public Comments: None

Coordinating Committee: Doug Donaldson, Board Chairman

1. Information Systems Report Update/Approval: Information Services Director Curt Watkins reviewed his Montgomery County Information Services Growth Report, describing workload changes since 2020. The report noted the IS department leads 61.3% of grant projects; security cameras are up 58.6% and video monitoring stations are up 160%; wireless access is up 113.3%; remote users are up 300%; VLANs are up 228.6%; servers and PCs are up 20%; plus the department manages new multi-media tech in each courtroom and the County Board Room, as well as key fob door security. Report recommendations, which include adding a qualified tech professional, were referred to the Finance & Budget Committee.
2. EMA/EPA/911 Report Update/Approval: Director Dan Hough reviewed his monthly report and presented an American Environmental Grant Agreement. **Motion by Beck and second by Whitworth to recommend approval of the American Environmental Grant Agreement. All in favor, motion carried.**
3. IEPA Delegation IGA Update/Approval: Hough presented a new five-year delegation agreement with the IEPA which calls for annual state funding of \$75,726.08 beginning July 1, 2026. **Motion by Murzynski and second by Hughes to recommend approval of the IEPA Delegation Intergovernmental Agreement. All in favor, motion carried.**
4. Rescind 2/10/26 CIPT Ordinance & IGA with Shelby Update/Approval: **Motion by Hughes and second by Ruppert to rescind the February 10, 2026, CIPT Ordinance and Intergovernmental Agreement with Shelby County. All in favor, motion carried.**
5. Recommend CIPT Ordinance & IGA with Effingham Update/Approval: **Motion by Beck and second by Whitworth to recommend approval of the CIPT Ordinance and Intergovernmental Agreement with Effingham County. All in favor, motion carried.**
6. Committee & Liaison Assignments Update/Approval: **Motion by Donaldson and second by Ruppert to recommend committee & liaison assignments. Motion failed.** The committee discussed objections to the recommendation, which was amended. **Motion by Whitworth and second by Hughes to recommend amended committee & liaison assignments. All in favor, motion carried.**
7. Other Business: None

Development & Personnel Committee: Chad Ruppert, Chairman

1. MCEDC Update/Approval: Kaitlyn Fath will present her monthly report.
2. Animal Control Update/Approval: Tricia Papin will present her monthly report.

3. Heyl Royster agreement for wind & solar ordinance review Update/Approval: Committee Chair Ruppert will ask the committee to review and recommend an agreement.
4. Small Biz Grant Update/Approval: The committee will discuss the status of former and future grants.
5. DCEO Energy Transition Grant Update/Approval: The committee will review and discuss.
6. The Shoals Renewables Update/Approval: The committee will review and discuss.
7. Elm Lawn Solar Update/Approval: Litchfield has chosen to exercise their extra territorial jurisdiction so the May 27 public hearing was cancelled.
8. Other Business: None.

Buildings and Grounds: Mark Hughes, Chairman

1. Maintenance Report Update/Approval: The committee will review and discuss.
2. Historic Courthouse South Porch Lighting Update/Approval: The committee will consider updating lighting and make a recommendation.
3. Otis Elevator Surcharge Update/Approval: The committee will review and discuss.
4. 127 N. Main Update/Approval: Committee Chair Hughes reported an anticipated September move-in timeframe.
5. Other Business: The committee discussed City of Hillsboro decorations in honor of the 250th anniversary of the Declaration of Independence.

Roads and Bridges Committee: Ethan Murzynski, Chairman

1. Other Business: Committee Chair Murzynski anticipates an Irving Township box culvert project and action on the Plains Solar Road Use Agreement. He is planning for a Walshville Bypass update in July, and Engineer Greenwood reported he is not filling the vacant secretary position.

Finance and Budget Committee: Connie Beck, Chairwoman

1. SOA Office Update/Approval: The committee will review and discuss.
2. Capital Improvement & Coal Fund Reports Update/Approval: The committee will review and discuss.
3. FY2027 Budget Update/Approval: Treasurer Lohman anticipates budget packets going out in June.
4. Fund 375 Purchases Update/Approval: The committee will review and discuss.
5. Other Business: Treasurer Lohman reported tax bills should go out soon, and she anticipates new state legislation regarding the tax sale process.

Motion to adjourn by Whitworth and second by Murzynski. All in favor, motion carried.

Meeting adjourned at 9:53 a.m. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

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

5:00 p.m. Monday, June 1, 2026

Members Present: Chad Ruppert, Russ Beason, Jeremy Jones, Chris Daniels

Members Absent: Doug Donaldson

Others Present: County Board Administrator Mike Plunkett, Circuit Clerk Daniel Robbins, MCEDC Executive Director Kaitlyn Fath, County Clerk Sandy Leitheiser, State's Attorney Brian Shaw, Attorney Andrew Keyt (virtually), Maggie Poteau of Pattern Energy

1. Pledge of Allegiance: was led by Committee Chair Ruppert.
2. Public Comments: None
3. MCEDC Update/Approval: Executive Director Kaitlyn Fath reviewed her monthly report describing meetings attended and progress on her program of work. Of note, she continues to work on a Strong Communities Grant, cell phone services, and at the request of committee member Jeremy Jones, will offer assistance to Waggoner promoting the Green Diamond Bike Trail. The corporation's FY2027 budget will be on next month's committee agenda.
4. Animal Control Update/Approval: The committee reviewed the written report submitted by Animal Control Warden Tricia Papin, who was attending a conference. The report noted 12 dogs and 8 cats at the Animal Control facility.
5. Heyl Royster agreement for wind & solar ordinance review Update/Approval: The committee reviewed a proposed agreement with Heyl Royster, described by Attorney Andrew Keyt, who attended virtually. The proposed agreement submitted to State's Attorney Brian Shaw provides services at an hourly rate ranging from \$200 to \$400 with no retainer required. Keyt offered to furnish the county with draft model solar and wind ordinances based on the most recent legislation. **Motion by Beason and second by Daniels to recommend approval of the Engagement Agreement with Heyl Royster. All in favor, motion carried.**
6. Small Biz Grant Update/Approval: County Board Administration anticipates a \$2,500 grant repayment from a previous recipient, and MCEDC Executive Director Fath offered to aid any previous grant recipients yet to open. The committee will review applications for supplemental awards next month.
7. DCEO Energy Transition Grant Update/Approval: County Board Administration reported the first round grant will be complete when the supplemental Small Biz Grants have been awarded. Round 2 is two-thirds complete, and the Round 3 grant agreement is anticipated any day.
8. The Shoals Renewables Update/Approval: Committee Chair Ruppert reported meeting with the Shoals Renewables project team the previous week, and expressed frustration with the discussion relating to the Code of Conduct Resolution passed by the County Board in May. After County Clerk Sandy Leitheiser reported no land agent names had been registered in her office, Maggie Poteau said Pattern is open to complying once a process is established. Poteau and State's Attorney Shaw spent several minutes discussing that process as well as the process for establishing a "no contact" list. Shaw then described actions that would constitute criminal trespass.

9. Elm Lawn Solar Update/Approval: The committee reviewed a May 14 email from Assistant State's Attorney Andrew Affrunti stating Litchfield had decided to exercise its supervisory authority over the project. The public hearing scheduled for May 27 was subsequently cancelled.

10. Other Business: None

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

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

Meeting adjourned at 6:15 p.m. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

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

8:30 a.m. Tuesday, June 2, 2026

Members Present: Mark Hughes, Russell Beason, Connie Beck, Keith Hancock, Evan Young

Members Absent: Doug Donaldson

Others Present: County Board Administrator Mike Plunkett, Maintenance Director Phil Ernst, Circuit Clerk Daniel Robbins, and Kaitlyn Fath from MCEDC

1. Pledge of Allegiance: was led by Mark Hughes
2. Public Comments: None
3. Maintenance Report Update/Approval: Maintenance Director Phil Ernst reviewed the 66 items on his report, including the lengthy process the maintenance crew undertook to clear the sewer pipes at the Montgomery County Jail. Ernst explained that after several attempts had resulted in a dented auger, Dan Heise Plumbing was called for further help. After removing the blockage, it was discovered that it had been caused by both mattress stuffing and rags being forced down the pipe. Ernst additionally reported having multiply problems with the mowers that were taken to be repaired. Yount Mowing was contracted to mow. Additionally, Ernst reported that the snow blade attachment for the Sheriff's side-by-side will be funded through the Safety Grant. Ernst also reported completing 43 work orders in May, and noted Cinric Painting had rescheduled their re-staining of the historic judicial benches in the County Board Room to June 20.
4. Historic Courthouse South Porch Lighting Update/Approval: Committee Chair Hughes reported exploring options to replace the lighting on the south porch of the Historic Courthouse. Ernst will have an estimate to present to the committee next month.
5. Otis Elevator Surcharge Update/Approval: Otis Elevator reached out to County Coordinator Mike Plunkett to inform the county that they have implemented a fuel and logistics surcharge totaling to \$650. After reviewing the contract, Plunkett informed the committee that Otis is within their rights to implement a fuel and logistics surcharge according to the contract that the county signed with them. Ernst agreed to investigate possible options on ways to move forward, with the committee agreeing not to pay the bill until further information is acquired.
6. 127 N. Main Update/Approval: County Coordinator Plunkett presented a cost tracker to show the amount previously spent from the \$100,000 approved repairs and improvement budget. Ernst also reported an estimate of \$2,500 to install two 36-inch ADA doors. The committee inquired if the existing sign left by the previous owner could be reused. Ernst reported that the current plan is to reuse the frame of the sign that had been left with the property.
7. Other Business: None

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

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

Meeting adjourned at 8:59 a.m. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

Montgomery County Board

Roads & Bridges Committee Meeting Minutes

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

Date: Wednesday, June 3rd, 2026

Time: 8:30 AM – County Highway Department

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

Members Absent: Doug Donaldson

Others Present: County Engineer Cody Greenwood, Lucas Nowlan of County Board Administration, and Kaitlyn Fath of MCEDC

1. **Public Comments:** None
2. **Resolution 2026-07 appropriating funds for 50/50 culvert replacement on E. 17th Rd., Irving Township**
Update/Approval: The committee reviewed the resolution and map for a 50/50 culvert replacement on East 17th road in Irving Township. The cost of the project is estimated at \$80,000 with Montgomery County responsible for half the cost and Irving Road District responsible for the other half. Although this resolution was presented to the committee last month, County Engineer Greenwood explained the project would move forward with a pre-cast concert box culvert instead of a double pipe culvert. Murzynski noted that a double pipe can cause an uneven flow between the two pipes. This uneven flow can create a swirling effect, increasing the risk of erosion. **Motion by Ruppert and second by Whitworth to recommend approval of Resolution 2026-07 to appropriate funds from the County Aid to Bridge Fund to pay one-half of an estimated \$80,000 project to replace the Culvert on East 17th Road in Irving Township. All in favor, motion carried.** Greenwood noted that he will start the bidding process for the pre-cast concert box culvert as its purchase will be over \$30,000.
3. **Plains Solar Road Use Agreement Update/Approval:** Previously, the committee expressed concern that the entrance point proposed in the road use agreement may pose a safety concern. After consulting with the Plains Solar representative, Greenwood reported that this issue will be addressed during the construction phase. Greenwood added that he will be working with Hurst-Rosche to ensure that county safety measures are met. **Motion by Corso and second by Hancock to recommend approval of the Plains Solar – Montgomery County Road Use Agreement. All in favor, motion carried.**
4. **Utility Permit Policy Update/Approval:** Engineer Greenwood presented the committee with a template for right-of-way concerns published jointly by the Township Officials of Illinois, Illinois Farm Bureau, and Illinois Association of County Engineers. As the packet explains, “TOI, IFB, and Illinois Assn. of County Engineer have jointly developed a utility permit template that clearly explains the rights granted by the road authority and the additional agreements that may be needed from landowners.” Greenwood went on to note that he had sent each township road district a copy of this sample template. Additionally, Greenwood noted that he is working on his own county wide right-of-way procedure that he hopes to present to both the committee and full board next month.
5. **Secretary/Payroll Clerk Resignation Update/Approval:** The resignation of the front lobby secretary at the Highway Department had prompted the search for a replacement. However, Greenwood noted that the lobby secretary’s departure caused him to reevaluate how the front office of the Highway Department is structured. Bev Seamon has now taken on both roles at the Highway Department.
6. **Other Items:** The engineering firm WHKS will be presenting the next phase of the Walshville bypass project at the next committee meeting.

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

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

Meeting adjourned at 9:00 a.m. Minutes respectfully submitted by acting secretary Mike Plunkett as deputized by the Montgomery County Clerk and Recorder Sandy Leitheiser.

Montgomery County Board

Finance & Budget Committee Meeting Minutes

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

8:33 a.m. Thursday, June 4, 2026

Members Present: Connie Beck, Chris Daniels, Rob Corso, Dr. Patty Whitworth, Evan Young

Members Absent: Doug Donaldson

Others Present: Mike Plunkett & Lucas Nowlan of County Board Admin, Treasurer Nikki Lohman, Supervisor of Assessments Tysha Mullen, Maintenance Director Phil Ernst, Circuit Clerk Daniel Robbins, County Clerk Sandy Leitheiser, MCEDC Executive Director Kaitlyn Fath, Information Services Director Curt Watkins.

1. Pledge of Allegiance: was led by Committee Chair Beck.
2. Public Comment: None.
3. SOA Office Update/Approval: The committee reviewed and discussed the report. In response to a question, SOA Mullen reported new field assessor Larry Lemon has nearly completed coursework.
4. Capital Improvement & Coal Fund Reports Update/Approval: The committee reviewed the reports, noting a \$200,085 coal royalty payment in April and a total Coal Fund 375 balance of just over \$11 million.
5. Circuit Clerk Audit Extension Update/Approval: The committee discussed the need for extensions on audit deadlines. Treasurer Nikki Lohman anticipated audit reports will be presented in July. **Motion by Whitworth and second by Corso to recommend approval of the Circuit Clerk Certification of County Board Extension for Completion of the Annual Audit. All in favor, motion carried.**
6. Taxing Body SAM/GATA Update/Approval: Montgomery County Board Assistant Administrator Lucas Nowlan reviewed his report on helping taxing bodies obtain SAM and GATA numbers, as well as providing grant application and administration information. The committee discussed opportunities to provide help to taxing bodies moving forward.
7. Montgomery County Information Services Growth Report Update/Approval: The committee reviewed and discussed an Information Services Growth Report provided by Director Curt Watkins, along with the request for a new experienced employee as soon as possible. The committee asked Watkins to begin searching for a candidate. If one is available this fiscal year, a budget amendment may be required; Treasurer Lohman will check with auditors regarding the possibility and procedure.
8. FY2027 Budget Update/Approval: County Board Administration anticipates the audit could reveal a General Fund deficit of around \$500,000 for FY2025. Treasurer Lohman also anticipates limited levy flexibility for FY2027. Maintenance Director Phil Ernst described the need to add a third staff member in FY2027 due to workload increase from responsibilities his office has taken from former contract agreements and from other departments, as well as the addition of two new buildings bringing the total to 11. The committee instructed Ernst to put the additional staff in his budget request, and a decision would be made during the budget process.

9. Fund 375 Purchases Update/Approval: The committee reviewed and discussed Coal Fund 375 requests for Buildings & Grounds, the Sheriff's Office, and EMA/EPA/911. **Motion by Daniels and second by Young to recommend Coal Fund 375 expenses of \$3,591.67 to Central Roofing; \$195 to Bridges Lock & Key; \$2,527.50 to Directional Boring; \$158.41 to Ace Hardware; \$15,405 to C&C Heating & Cooling; \$350 to Tanners Tints; \$69.98 to Uline; \$392.99 to Wayfair; \$5,884.28 to the Montgomery County Treasurer; \$7,396.38 to Roger Jennings; and \$3,549 to Tom Day. All in favor, motion carried.**

10. Other Business: Treasurer Lohman reported tax bills are at the printer. The first installment due date is July 10 and the second installment due date is Sept. 4. Lohman also anticipates compliance with the new tax sale law will require passage of a County Board resolution.

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

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

Meeting adjourned at 10:28 a.m. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.