

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

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

**6:00 p.m. Monday, July 7, 2025**

Members Present: Chad Ruppert, Bill Bergen, Chris Daniels, Jeremy Jones, Russell Beason (arrived at 6:47 p.m.)

Members Absent: Doug Donaldson

Others Present: County Board Administrator Mike Plunkett, Ironwood Renewables Project Developer Keith Morel, Atwell Project Manager Michael Keith

1. Pledge of Allegiance: was led by Committee Chair Chad Ruppert.
2. Identification of Application and Project Overview: Committee Chair Ruppert said the purpose of the hearing was to discuss a proposed solar project to construct, operate, and maintain the Atticus Solar, LLC, and Finch Solar, LLC, (the "projects"), two 5 MWac commercial solar energy projects located on portions of two contiguous parcels, totaling approximately 80.6 acres on Route 127 in Hillsboro Township in unincorporated Montgomery County, Illinois (the "parcel"). The projects are planned for a footprint of up to 33.7 acres and up to 26.6 acres, respectively. The land for the projects—identified by Parcel Identification Numbers 16-36-400-001 and 16-36-300-002—is currently in active agricultural use and will continue to support productive groundcover through the planned integration of pollinator-friendly vegetation. The parcels are owned by Daniel Chappellear, with whom the applicant has executed a binding purchase option agreement. The site is bordered by farmland to the north, south, east, and west, and by Illinois State Route 127 to the west. Access to the site will be from Illinois State Route 127, an IDOT-maintained road. The application has been available for review in room 202 of the Historic Courthouse located at #1 Courthouse Square in Hillsboro.
3. Hearing Rules and Procedures Update/Approval: Ruppert reviewed the rules and procedures for the hearing as printed on the hearing agenda, noting the hearing was being recorded.
4. Presentation by Applicant: Project Developer Morel began by describing his expertise as well as the history of Ironwood Renewables, which currently produces 2.5 GW of power through projects in 13 states. Atticus Solar and Finch Solar are two separate 5MW community solar project with two separate interconnect agreements, but will sit side-by-side and share the same access road. Morel and Project Manager Michael Keith of Atwell anticipate energizing Atticus in May 2026 and Finch sometime in 2027. The nearest non-participating structure is 383 feet from Finch. Morel also discussed the vegetative management plan which includes a pollinator-friendly mix that will be mowed and baled. He described the ag-style 8-foot fencing, said there was no drain tile on the property, reviewed both decommissioning plans, and described the community and economic benefit which he anticipated as an additional \$60,000 annually in property taxes. Because there are no close non-participating residences, Morel said the project does not call for a vegetative buffer. County Board Admin produced a copy of required certified mail receipts to nearby property owners which Committee Chair Ruppert labeled as Exhibit A.
5. Questions for Applicant: Committee members raised questions regarding vegetative management, fencing, run-off, decommissioning, distance between panels, source of panels, bales, location of inverters, vegetative buffer, contractors, long-term effects on the ground, and operation and maintenance. Public questions included the voltage of the Ameren lines, the location of other Ironwood sites, and the number of construction jobs.

6. Public Comment: None
7. Receipt of Written Comments Regarding the Application: None
8. Closing Comments by Applicant: None
9. Date for Deliberation and Vote to Recommend/Deny Application Update/Approval: The committee will deliberate at their regularly scheduled meeting at 5 p.m. on Monday, Aug. 4, 2025. Remaining issues to resolve include operation and maintenance, use of bales, submission of 24x36 plans, and the need for a vegetative buffer.
10. Adjournment Update/Approval: Committee Chair Ruppert determined there was no more evidence and closed the hearing. Motion by Beason and second by Jones to adjourn. All in favor, motion carried.

Meeting adjourned at 7:41 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**

## **Property Tax Ad Hoc Advisory Committee Meeting Minutes**

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

**6:00 p.m. Tuesday, July 15, 2025**

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Members Present: Russ Beason, Chris Daniels, Andy Ritchie, Jesse Boehler

Members Absent: Chad Ruppert, John Lentz, Vince Reincke, Doug Donaldson

Others Present: County Board Administrator Mike Plunkett, North Litchfield Township Assessor Tom Baker, Illinois Realtors Government Affairs Director Ron Deedrick

1. Pledge of Allegiance: was led by Committee Chair Beason.
2. Public Comments: None
3. Woodland Reclassification Notification Plan Update/Approval: After much discussion, the committee consensus was to develop and recommend a list of local "Best Practices," and then to use that list as a basis for input into the SB 3455 Property Tax System Study. The committee will continue to discuss local Best Practices and finalize at the next meeting. So far, the committee suggests local Best Practices such as 1) Developing a Woodland Acreage page on the county website with a new Montgomery County Parcel Use Form, publications on enrolling in state and federal programs, and definitions and deadlines; 2) Recommending a change in timber classification can only be completed after an on-site visit; 3) Recommending the SOA office fill the Field Assistant vacancy; 4) Recommending the SOA office consider adding a second Field Assistant; 5) Recommending the SOA office annually request a review of Sales Ratio Report data by either an outside source or the Board of Review; 6) Recommending the SOA publish notifications of classification changes even if not required by law.
4. Timber Intent Worksheet Update/Approval: Boehler furnished an updated "Montgomery County Parcel Use Form" that he believes will be useful for entering timber into a program leading to a preferential assessment. Baker said he uses Illinois Department of Revenue publications describing the process, and will furnish those publications to the county and the committee.
5. Property Evaluation & Tax Advisors Info Update/Approval: Plunkett gave an update on the vacancies in the Supervisor of Assessments (SOA) office and the efforts to fill them; the application deadline is Friday, July 18, 2025. He anticipates deputy assessors will be hired first, and the county is discussing a proposal from Stan Jenkins and Gary Twist of Property Evaluation and Tax Advisors to train new staff. Committee Chair Beason noted the opportunity for the ad hoc committee to have input into rebuilding the SOA office.
6. Considerations of Comparative Tax Rate Among States Update/Approval: Committee Chair Beason provided three spreadsheets, which will be reviewed, analyzed, and discussed at the next meeting.
7. Next Meeting Date Update/Approval: Committee Chair Beason set the next meeting date for 6 p.m. Tuesday, Aug. 19, in the Conference Room on the second floor of the Historic Courthouse in Hillsboro.

Motion to adjourn by Boehler and second by Ritchie. All in favor, motion carried.

Meeting adjourned at 7:47 p.m. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser. NOTE: due to a recorder malfunction, there is no verbatim audio recording of the meeting.

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

**1:04 p.m. Thursday, July 17, 2025**

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Members Present: Connie Beck, Chris Daniels, Mark Hughes, Patty Whitworth

Members Absent: Bill Bergen, Doug Donaldson

Others Present: County Board Administrator Mike Plunkett, County Clerk Sandy Leitheiser, County Board member Ethan Murzynski

1. Pledge of Allegiance: was led by Dr. Patty Whitworth
2. Public Comments: None
3. Review Department Head Termination Rules of Order Update/Approval: Committee Chair Beck said the Rules of Order need to define a process for termination of a department head. Hughes said the department head's oversight committee chair needs to be involved. The committee discussed the potential issues with oversight committee chairs having sole responsibility for termination, and the potential issues with waiting until the next monthly full board meeting for termination. Murzynski suggested a process that includes suspension before final board action on termination. Hughes said the suspension needs to be with pay. Whitworth suggested language that give the County Board Chair or Vice Chair, the Chair of the oversight committee, the Personnel & Development Committee chair, and the State's Attorney the authority to suspend a department head after consultation with Bushue HR. **Motion by Hughes and second by Whitworth to add the following paragraph 3 under Hiring and Personnel in Section E of the Montgomery County Board Rules of Order: "No appointed department head shall be terminated without first being suspended by majority agreement of the County Board Chairman or Vice Chair, the Chairman of the oversight committee, the Chairman of the Personnel & Development Committee, and the State's Attorney. Suspension shall be with pay until the next County Board meeting. Termination and terms of termination shall be by majority vote of the County Board." All in favor, motion carried.** The committee also discussed changes in the hiring policy. **Motion by Hughes and second by Daniels to strike the following sentence from paragraph 1 under Hiring and Personnel in Section E: "The elected official, supervisor or department head is responsible for hiring their staff but may request help from the Personnel & Development Committee and/or their oversight committee in interviewing and recommending applicants for hiring." All in favor, motion carried.** **Motion by Whitworth and second by Hughes to make the following sentence change in paragraph 1 under Hiring and Personnel in Section E: "Appointed department heads shall consult with the Personnel & Development Committee Chair and their oversight committee Chair before filling any employee vacancy." All in favor, motion carried.**
4. Montgomery County Travel Ordinance Update/Approval: After discussion, the committee consensus was there was no need to reference changes in the Travel Ordinance in the Rules of Order.
5. Other Business: None

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

Meeting adjourned at 1:50 p.m. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

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

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

**6:00 p.m. Monday, July 28, 2025**

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Members Present: Chad Ruppert, Bill Bergen, Chris Daniels (arrived at 6:14 p.m.), Jeremy Jones, Russ Beason

Members Absent: Doug Donaldson

Others Present: County Board Administrator Mike Plunkett, Summit Ridge Vice President of Development Bridget Callahan, neighboring landowners Brad Bowles and Paul Ernst

1. Pledge of Allegiance: was led by Committee Chair Chad Ruppert.
2. Identification of Application and Project Overview: Committee Chair Ruppert noted the purpose of the hearing was to discuss a proposed solar project, Montgomery Solar IL 1, LLC, a wholly owned subsidiary of Summit Ridge Energy, LLC, proposing to develop a 4.99 MW AC community solar project on an approximately 33.946-acre area of land on parcel pins 10-36-300-013 and 15-02-200-029 owned by Dustin and Dee Ellinger, which are currently agricultural use parcels. The application has been available for review in Room 202 of the Historic Courthouse located at #1 Courthouse Square in Hillsboro.
3. Hearing Rules and Procedures Update/Approval: Ruppert reviewed the rules and procedures for the hearing as printed on the hearing agenda, noting the hearing was being recorded.
4. Presentation by Applicant: Summit Ridge Vice President of Development Bridget Callahan described her qualifications and the history of a company that has over 100 projects operating in Illinois and another 33 in development. She said Summit Ridge intends to be the owner and operator of the proposed community solar project, which she described in detail, including the overhead interconnection plan across Route 16, commercial entrance from Route 16, the signed AIMA, environmental studies and approvals, decommissioning plan, equipment, fencing, vegetative cover and planned buffer, and planned CAB wiring system. Committee Chair Ruppert reviewed the certified mail receipts notifying non-participating neighbors.
5. Questions for Applicant: Committee members raised questions of the size of Summit Ridge projects, the location of non-participating neighbors, flooding, project voltage, access points, lease details, abandoned railroad right-of-way, potential wells, a drainage tile survey, decommissioning plans, panels sourcing, panel monitoring and rotation, distance between panels, glare impacts, fence details and location, vegetative cover and mowing, the need for a vegetative buffer, the use of local labor, timetables, and a potential Community Benefits Agreement. Members of the public raised questions on flooding, hail and wind damage, Summit Ridge acquisition of other local projects and the lack of response to contact requests, and local vegetative management crews.
6. Public Comment: None
7. Receipt of Written Comments Regarding the Application: None
8. Closing Comments by Applicant: None

9. Date for Deliberation and Vote to Recommend/Deny Application Update/Approval: The committee will deliberate at their regularly scheduled meeting at 5 p.m. on Tuesday, Sept. 2, 2025. Remaining issues to resolve include operation and maintenance, tile maps, possible well locations, distances between panels, panel components, fence details, a possible vegetative buffer waiver, a possible Community Benefits Agreement, and the IDOT access permit.
10. Adjournment Update/Approval: Committee Chair Ruppert determined there was no more evidence and closed the hearing. Motion by Jones and second by Daniels to adjourn. All in favor, motion carried:

Meeting adjourned at 7:40 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**  
**Coordinating Committee Meeting Minutes**  
County Board Room, 2<sup>nd</sup> Floor, Historic Courthouse  
#1 Courthouse Sq. Hillsboro, IL 62049

**8:30 a.m. Thursday, July 31, 2025**

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Members Present: Doug Donaldson, Mark Hughes, Ethan Murzynski, Chad Ruppert

Members Absent: Andy Ritchie, Dr. Patty Whitworth

Others Present: Rules of Order Ad Hoc Committee Chair Connie Beck, Wooded Acreage Ad Hoc Committee Chair Russ Beason, County Board Administrator Mike Plunkett, Circuit Clerk Daniel Robbins, IS Director Curt Watkins, Sheriff Tyson Holshouser, Treasurer Nikki Lohman, County Clerk Sandy Leitheiser, Engineer Cody Greenwood, State's Attorney Andrew Affrunti, EMA/EPA Director Dan Hough and Assistant Kayla Fath

Pledge of Allegiance: was led by Chairman Donaldson.

Public Comments: None

Coordinating Committee: Doug Donaldson, Board Chairman

1. Information Systems Report Update/Approval: IS Director Curt Watkins reported his department is working on court grant improvements and the mapping move to ArcGIS Pro. He has begun the planning portion of the telephone system upgrade which he anticipates will take place in September. His department has completed the annual PC swap and a test phishing campaign, and will be replacing older switches.
2. EMA/EPA Report Update/Approval: EMA/EPA Director Dan Hough reviewed his report, including participating in a National Weather Service conference in St. Charles, MO. He is working on the siren grant status and pursuing a mass alert system.
3. Property Evaluation & Tax Advisors Contract Update/Approval: Development & Personnel Committee Chair Ruppert reported a candidate has accepted the position of Chief Deputy Assessor and has enrolled in classes to become certified as Supervisor of Assessments. He and Chairman Donaldson reported meeting with Gary Twist and Stan Jenkins of Property Evaluation & Tax Advisors (PETA) for assessment field work and employee training. **Motion by Ruppert and second by Hughes to recommend a six-month contract with Property Evaluation & Tax Advisors for a total of \$87,498. All in favor, motion carried.**
4. Ad Hoc Committee to Address SB3455 Wooded Acreage Assessments Update/Approval: Committee Chair Russ Beason reported a successful meeting held on Tuesday, July 15, which included several members of the public and the North Litchfield Township assessor. The next meeting has been scheduled for 6 p.m. Tuesday, Aug. 19, in the Conference Room on the second floor of the Historic Courthouse.
5. Rules Committee Meeting Update/Approval: Committee Chair Beck reviewed recommendations from a Thursday, July 17, meeting, including a procedure to be used in the event of the termination of a department head.
6. Mayors Meeting Update/Approval: Chairman Donaldson reviewed a successful meeting held on Wednesday, July 30. Agenda items included municipal and county responses to derelict properties, a presentation on electronic mass notification, and presentations from elected officials and department heads.
7. Bluewave Solar & Silicon Ranch Solar Update/Approval: Companies have reached out to discuss leasing County Farm ground for potential solar projects. The State's Attorney will review any offers to determine if the county is allowed to consider the leases.

8. Closed Session Minutes Review Update/Approval: The committee discussed committee closed session minutes from March 3, March 31, and June 4, and recommends all remain permanently closed.
9. Other Business: Chairman Donaldson noted county unemployment numbers have improved, and said he will ask for a moment of silence in memory of County Recorder's Office employee Laura Cerven at the next County Board meeting.

Development & Personnel Committee: Chad Ruppert, Chairman

1. Animal Control Update/Approval: The committee will review rates and discuss recommendations.
2. Animal Control Policy & Procedure Manual Update/Approval: The committee will review and make recommendations.
3. CF IL Solar (Farmersville) Siting Permit Update/Approval: The committee will review and discuss siting approval.
4. RDC IL N24th Solar (Harvel) Siting Permit Update/Approval: The committee will review and discuss siting approval.
5. Atticus & Finch Solar (Route 127) Siting Permit Update/Approval: The committee will review and discuss siting approval.
6. Montgomery IL Solar 1 (Route 16) Siting Permit Update/Approval: The committee will review and likely discuss siting approval at the September committee meeting.
7. DCEO Energy Transition Grant Update/Approval: The committee will review the status of three grant phases.
8. Montgomery First Community Engagement Update/Approval: The committee will review and discuss a potential community benefits agreement.
9. Secession Resolution Update/Approval: The committee will review and discuss.
10. Schedule Change for September Update/Approval: Due to the Labor Day holiday, the September meeting will be on Tuesday, Sept. 2.
11. Other Business: Circuit Clerk Daniel Robbins reported a new requirement to participate in court management training.

Buildings and Grounds: Mark Hughes, Chairman

1. Boiler Bid Opening Update/Approval: Committee Chair Hughes reported bids are due the following afternoon.
2. Jaytech Water Solutions Presentation Update/Approval: Andrew Grapperhaus will be at the committee meeting for a presentation.
3. Maintenance Report Update/Approval: The committee will review and discuss.
4. Historical Marker Update/Approval: A dedication ceremony is planned for Saturday, Aug. 2.
5. Other Business: Other agenda items include an Ameren energy assessment offer and an Arches Rail Trail request.

Roads and Bridges Committee: Ethan Murzynski, Chairman

1. Building Construction Update/Approval: Chairman Donaldson reported he had just toured the new building.
2. Other Business: Committee Chair Murzynski said a 50/50 pipe culvert in Fillmore Consolidated Township will also be on the agenda, as well as an update on the Walshville bypass and a process to vacate alleys in Zanesville Township.

Finance and Budget Committee: Connie Beck, Vice Chairwoman

1. SOA Office Update/Approval: The committee will review and discuss the office report.
2. Capital Improvement & Coal Fund Reports Update/Approval: The committee will review and discuss.
3. Bruce Harris Contract for GIS Website Update/Approval: The committee will discuss the proposed contract and make a recommendation.



4. Pre-Approved Payment List Update/Approval: The committee is awaiting a completed document from the State's Attorney.
5. Training Reimbursement Policy Update/Approval: The committee will discuss the potential need for a policy.
6. Assessment Contract with Grisham/Walshville/East Fork MTA Update/Approval: The committee will discuss a recommendation to void the contract.
7. SOA Office Stipend Update/Approval: The committee will review and discuss.
8. Other Business: Treasurer Lohman reported the FY2026 budget process needs to be added to the agenda.

Appointments:

1. Chairman Donaldson will ask for approval of the appointment of Amy Jeffers, Hillsboro, to Hillsboro Area Ambulance Service.

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

Meeting adjourned at 9:50 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, 2<sup>nd</sup> Floor, Historic Courthouse  
#1 Courthouse Sq. Hillsboro, IL 62049

**5:00 p.m. Monday, August 4, 2025**

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

Members Absent: Bill Bergen, Doug Donaldson

Others Present: County Board Administrator Mike Plunkett, County Clerk Sandy Leitheiser, Circuit Clerk Daniel Robbins, Animal Control Warden Tricia Papin, Brittney Krebsbach of Pivot Energy, Gabriel Araiza of Reactivate

1. Pledge of Allegiance: was led by Committee Chair Ruppert.
2. Public Comment: None
3. Animal Control Update/Approval: Animal Control Warden Papin referenced her report, which included 25 calls over the past month and 11 dogs, 11 puppies, 1 cat and 18 kittens at the facility. She requested first aid kits for the two Animal Control vehicles, which committee member Daniels said could be provided through the Safety Grant. Daniels also suggested using expired first aid kits for animals.
4. Animal Control Policy & Procedure Manual Update/Approval: Committee member Jones sent the manual to the County Board Administrator for consideration and a recommendation next month.
5. CF IL Solar (Farmersville) Siting Permit Update/Approval: Project Manager & Senior Manager Brittney Krebsbach was present to update the committee information requested at the public hearing. **Motion by Jones and second by Daniels to recommend siting approval for CF IL Solar in Farmersville with 5 conditions. All in favor, motion carried.**
6. RDC IL N24th Solar (Harvel) Siting Permit Update/Approval: Development Manager Gabriel Araiza was present to update the committee information requested at the public hearing, including a plan to row crop around the array for a vegetative buffer. **Motion by Jones and second by Beason to recommend siting approval for RDC IL N24th Solar in Harvel with six conditions. All in favor, motion carried.**
7. Atticus & Finch Solar (Route 127) Siting Permit Update/Approval: The committee reviewed improved maps provided by Ironwood Renewables requested at the public hearing. **Motion by Beason and second by Jones to recommend siting approval for Atticus Solar and Finch Solar on Route 127 south of Hillsboro with six conditions. All in favor, motion carried.**
8. Montgomery IL Solar 1 (Route 16) Siting Permit Update/Approval: Committee Chair Ruppert said since the public hearing was the previous week on Monday, July 28, the committee should be ready to discuss and make a recommendation at their September meeting.
9. DCEO Energy Transition Grant Update/Approval: County Board Administrator Plunkett reported 83.1% of Phase 1 reimbursements have been received totaling nearly \$1.9 million, and 1.1% of Phase 2 reimbursements have been received totaling \$14,800. The county is awaiting notification of the Phase 3 award. The committee will review the status of Small Biz Grant recipients next month.

10. Montgomery First Community Engagement Update/Approval: The committee considered an initial draft that specifies three community benefits: 1) the applicant will purchase as much as possible in Montgomery County; 2) the applicant will recruit project labor from Montgomery County; and 3) the applicant will make annual payments to Montgomery County, the fire department that covers the project location, and the South Central Illinois Regional Workforce Training & Innovation Center in Litchfield. Committee member Jones suggested adding Montgomery County EMA for payments. Committee Chair Ruppert would like to study more Community Benefits Agreements and asked County Board Administration to send the current draft to the State's Attorney.
11. Secession Resolution Update/Approval: Committee member Jones said he would like an advisory resolution to be on the ballot asking Montgomery County voters if they would like to secede from Illinois and form a new state with other downstate counties. Jones said that although he believes secession cannot occur constitutionally, state borders can be moved to allow downstate Illinois counties to become a part of Indiana. Committee Chair Ruppert said he has only heard negative comments on the possibility of secession, and Montgomery County currently receives more state grants than neighboring counties. In answer to a question, County Clerk Leitheiser said voters could petition the advisory referendum on the ballot with 860 signatures.
12. Schedule Change for September Update/Approval: Committee Chair Ruppert reminded the committee due to the Labor Day holiday, the next meeting will be on Tuesday, Sept. 2, beginning at 5 p.m.
13. Other Business: Committee Chair Ruppert reported Tysha Mullen had been offered and accepted the position of Chief Deputy in the Supervisor of Assessments office, and he will ask the County Board to appoint her as Supervisor of Assessments pending the successful completion of all state requirements. He also said the County Board will be asked to approve a contract with Property Evaluation & Tax Advisors at the August meeting to train new employees and make sure the 2025 tax cycle remains on schedule.

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

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

Meeting adjourned at 6:29 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 Minutes**  
County Board Room, 2<sup>nd</sup> Floor, Historic Courthouse  
#1 Courthouse Sq. Hillsboro, IL 62049

**8:30 a.m. Tuesday, August 5, 2025**

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

Members Absent: None

Others Present: County Board Administrator Mike Plunkett, Maintenance Director Phil Ernst, Ray Luebbert and Glenn Savage of NAGS, Circuit Clerk Daniel Robbins, State's Attorney Andrew Affrunti, Andrew Grapperhaus of Jaytech.

1. Pledge of Allegiance: was led by Chairman Donaldson.
2. Public Comments: None
3. Boiler Bid Opening Update/Approval: Committee Chair Hughes opened three sealed bids, all three received on Aug. 1, 2025, and representatives from all three bidders were present. Leollke Plumbing of Jerseyville bid \$74,671.50; EL Pruitt of Springfield bid \$103,929; Henson Robinson of Springfield bid \$70,592. Maintenance Director Phil Ernst reviewed the bids, noting the bid requested a specific make and model number. County Board Administrator Mike Plunkett reminded the committee \$47,152 would be reimbursed through Phase 2 of the DCEO Energy Transition grant. **Motion by Young and second by Hancock to recommend awarding the low bid of \$70,592 to Henson Robinson of Springfield. All in favor, motion carried.**
4. Jaytech Water Solutions Presentation Update/Approval: Andrew Grapperhaus from the St. Louis Jaytech office suggested water treatment for closed-loop HVAC systems. He provided test results for water in Courts Complex and Montgomery County Jail systems, and found an elevated copper level. His proposal for treatment was \$4,549.22 not including filter installation, and \$882.90 for annual inspections.
5. Maintenance Report Update/Approval: Maintenance Director Ernst reported on the 36 items on his report, including completing 59 work orders during the past month. With the maintenance truck out of service, his office is currently borrowing the EPA truck. He reported a new generator will arrive in late October, three dying trees on the jail grounds need to come down, and suggested the committee consider installing a split unit AC in Courtroom 3 at the Courthouse Complex.
6. Ameren Illinois Energy Assessment Offer Update/Approval: Committee Chair Hughes reported Alpha Electric in Litchfield is working on replacing inefficient lighting fixtures through an Ameren grant.
7. NAGS Arches Rail Trail Request Update/Approval: Ray Luebbert of NAGS reported a damaged area about 700-800 feet long on the Arches Rail Trail that cannot be mowed due to the deep ruts. He reminded the committee NAGS has maintained the recreational trail through a 2011 contract with the county. Engineer Cody Greenwood is working on a remediation plan and estimated cost. The committee will continue the discussion next month pending cost information.
8. Historical Marker Update/Approval: Committee Chair Hughes said the Historical Marker was installed on Historic Courthouse grounds the previous week and dedicated on Saturday, Aug. 2, 2025. He and his son Marshall dug the post hole, Rob Smith of RL Contractors installed the post, Mid-Illinois Concrete provided concrete, and Jeff Dunn painted the pole, all at no cost.

9. Other Business: Committee Chair Hughes asked for window cleaning to be placed on the September committee agenda. Circuit Clerk Robbins reported he is seeking an ADA grant for first and second floor restroom improvements in the Court Complex.

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

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

Meeting adjourned at 9:33 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 Agenda

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

**Date: Wednesday, August 6, 2025**

**Time: 8:30 AM – County Highway Department**

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

Members Absent: Bill Bergen

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

1. Public Comments: None
2. Resolution 2025-7 appropriating funds for 50/50 culvert replacement on Hill Circle, Fillmore Township Update/Approval: The committee reviewed the resolution and map for a 50/50 culvert replacement on Hill Circle in Fillmore Consolidated Township. The total cost of the project is estimated at \$26,000 with Montgomery County's share estimated at \$13,000 from the County Aid to Bridge Fund. **Motion by Ruppert and second by Whitworth to recommend approval of Resolution 2025-07 to appropriate funds from the County Aid to Bridge Fund to pay one-half of an estimated \$26,000 project to replace a culvert on Hill Circle. All in favor, motion carried.**
3. Arches Rail Trail Update/Approval: Engineer Greenwood reported he had been approached by NAGS volunteer Ray Luebbert about damages on the Arches Rail Trail between Hillsboro and Butler. Luebbert appeared at the Aug. 5, 2025 Buildings & Grounds Committee meeting to request repairs to rutting caused by motorized vehicles. Greenwood will visit the site and develop a remediation plan that could be implemented this fall. Committee member Hancock suggested the county adopt an ordinance prohibiting motorized vehicles so violators could be prosecuted.
4. Walshville Road Improvement Project Update/Approval: Engineer Greenwood reported the Illinois State Archaeological Survey has informed him the proposed Walshville Bypass site needs shovel testing. His office will notify landowners by letter. Greenwood anticipates construction will begin in fall 2026 at the earliest, but more likely in the spring or summer 2027.
5. Vacating Streets and Alleys in Zanesville Update/Approval: The committee reviewed a Road Vacation Plat for Zanesville (originally Leesburg), a never-developed village in Zanesville Township. Greenwood said to proceed, the vacation plan will need a petition signed by two-thirds of the impacted landowners and will need to be approved by a two-thirds vote of the County Board.
6. Heavy Equipment Shed Update/Approval: Engineer Greenwood reported wiring has been roughed in, most of the concrete has been poured. Some carpentry work remains as well as trim work, installing downspouts and overhead doors. Committee member Ruppert pointed out a change order that removed \$22,000 in cost from the project.
7. Other Items: None

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

Motion by Corso, second by Hancock to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 8:57 a.m. Minutes respectfully submitted by acting secretary Mike Plunkett as deputized by the Montgomery County Clerk and Recorder Sandy Leitheiser.

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

**8:30 a.m. Thursday, August 7, 2025**

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

Members Absent: Doug Donaldson

Others Present: County Board Administrator Mike Plunkett, County Clerk Sandy Leitheiser, Treasurer Nikki Lohman, Sheriff Tyson Holshouser, SOA Deputy Michaela Gray.

1. Pledge of Allegiance: was led by Committee Chair Ritchie.
2. Public Comment: None
3. SOA Office Update/Approval: The committee reviewed Deputy Michaela Gray's report. A new Chief Deputy is expected to begin work on Aug. 11, and the County Board will be asked to sign a contract with Property Evaluation and Tax Advisors for field work and training on Aug. 12.
4. Capital Improvement & Coal Fund Reports Update/Approval: The committee reviewed reports provided by Treasurer Lohman, and Committee Chair Ritchie noted a coal royalty payment of \$170,361.72 in June.
5. Bruce Harris Contract for GIS Website Update/Approval: After county board approval of a proposal from Bruce Harris last month, the committee reviewed a contract that calls for an initial fee of \$22,003.31 and a monthly maintenance fee of \$752. **Motion by Whitworth and second by Daniels to recommend approval of the contract with Bruce Harris and Associates for the county GIS public website. All in favor, motion carried.**
6. Pre-Approved Payment List Update/Approval: The committee reviewed changes to the Pre-Approved Payment List made by the State's Attorney. **Motion by Beck and second by Corso to recommend approval of the Pre-Approved Payment List. All in favor, motion carried.**
7. Training Reimbursement Policy Update/Approval: County Clerk Leitheiser said she introduced the idea after Christian County action to seek reimbursement from Sheriff's Office personnel who leave employment shortly after training. The committee reviewed the Christian County pre-employment contract that requires a 24-36 month commitment or training costs must be reimbursed. Sheriff Holshouser reported those training costs at \$7,000 to \$8,000 and said enforcing reimbursement would likely require civil court action. He said the State's Attorney is reviewing the idea, and Leitheiser said she will continue to research.
8. Assessment Contract with Grisham/Walshville/East Fork MTA Update/Approval: The MTA is now officially under contract with an assessor. **Motion by Young and second by Whitworth to recommend voiding the assessment contract with the Grisham/Walshville/East Fork Multi-Township Assessment District. All in favor, motion carried.**
9. FY2026 Budget Process and Budget Hearings Update/Approval: Treasurer Lohman said budget forms have been distributed, and Bellwether has scheduled budget hearings to begin at 8 a.m. on Thursday, Aug. 28. The date and time conflict with Coordinating Committee, so arrangements will have to be made. Committee Chair Ritchie said he is working on a memo to send to department heads noting he expects the General Fund budget to show a six-figure surplus for FY2026.

**Motion by Whitworth and second by Beck to enter closed session at 9:30 a.m. All in favor, motion carried. Motion by Daniels and second by Young to return to open session at 9:50 a.m. All in favor, motion carried.**

10. SOA Office Stipend Update/Approval: A discussion on an amount occurred in closed session. **Motion by Beck and second by Daniels to recommend awarding Michaela Gray a \$3,000 bonus effective the next payroll. All in favor, motion carried.**

11. Other Business: Sheriff Tyson Holshouser reported the current 911 Administrator would be retiring on Dec. 1, 2025. Rather than replace the position as a combined telecommunicator and administrator, Sheriff Holshouser said he has recommended to the ETSB to add 911 Administrator to the EMA/EPA Director's responsibilities.

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

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

Meeting adjourned at 10:08 a.m. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.