

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

Date: Thursday, August 22nd, 2024

Time: 8:34 AM – County Board Room

Roll Call - Members Present: Andy Ritchie, Connie Beck, Ken Folkerts, David Loucks, Patty Whitworth, Evan Young and Doug Donaldson

Members Absent: None

Others Present: Christine Daniels and Mike Plunkett from County Board Administration, EMA Director Kevin Schott, EMA Assistant Dan Hough, Supervisor of Assessments Kendra Niehaus, VAC Superintendent Cassandra Hampton, Treasurer Nikki Lohman, Maintenance Director Phil Ernst, Circuit Clerk Dan Robbins, Sheriff Rick Robbins, Undersheriff Tyson Holshouser, Chief Deputy Jeff Roach, County Clerk Sandy Leitheiser, Hillsboro Community Planner Sarah McConnell, State's Attorney Andrew Affrunti, IS Director Curt Watkins, Engineer Cody Greenwood, Roads & Bridges Committee Chair Ethan Murzynski

Pledge of Allegiance: was led by Committee Chair Ritchie.

The committee met today to discuss the following:

1. **Public Comment:** None
2. **Bloome Water Update/Approval:** Committee Chair Ritchie noted some offices are buying water and coffee from budget funds, and some are paying themselves. Supervisor of Assessments Niehaus said she typically pays for water in her office from her pocket, but had unintentionally signed a voucher for \$18. The voucher has since been voided. **Motion by Ritchie and second by Whitworth to recommend establishing a policy that each office self-fund beverages. Motion and second withdrawn.**
3. **FY 2025 Budget Update/Approval:** The committee re-examined Fund 308 Document Storage expenses, addressed a typo on page 45 of the budget, heard from Treasurer Lohman about a plan to move grants to a separate fund, discussed Bellwether budget services, and a new FOIA officer at the Montgomery County Sheriff's Office. The board also reviewed the FY 2025 Animal Control Budget, which balances pending a \$58,000 transfer from the Vanek Estate. The Animal Control budget has been cut by \$170,000 from its first presentation. State's Attorney Affrunti reminded the committee that according to state statute, the Animal Control Administrator, currently Development & Personnel Committee Chair Chad Ruppert, is ultimately responsible for the department. **Motion by Ritchie and second by Whitworth to recommend retaining Bellwether for budget preparation next year. ROLL CALL: Voting yes: Ritchie, Beck, Whitworth. Voting no: Folkerts, Loucks, Young. Motion failed. Motion by Ritchie and second by Whitworth to recommend keeping a new FOIA officer in the FY 2025 Montgomery County Sheriff's Office budget. None in favor, motion failed.**
4. **Tax Levy Discussion Update/Approval:** The committee discussed estimated tax levies, which must be approved at the September meeting. Hillsboro, Farmersville-Waggoner, and Nokomis-Witt ambulance districts, as well as the Veterans Assistance Commission and Community Mental Health Board have all requested levies substantially greater than 5% over last years, which would require truth-in-taxation hearings. The levies currently requested by County offices total a 13.4687% increase, which would also require a truth-in-taxation hearing. Responding to questions from the committee, State's Attorney Affrunti said the County Board ultimately determines ambulance levies. The committee requested County Board Administration work with Treasurer Lohman to develop a levy with less than a 5% increase for comparison.
5. **Other Business:** None

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

Meeting adjourned at 12:40 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, 2nd Floor, Historic Courthouse
#1 Courthouse Sq. Hillsboro, IL 62049

Date: Thursday, August 29th, 2024

Time: 8:30 AM – County Board Room

Roll Call - Members Present: Doug Donaldson, Ethan Murzynski, Andy Ritchie, Chad Ruppert, Bob Sneed

Members Absent: Evan Young

Others Present: IS Director Curt Watkins, Engineer Cody Greenwood, Treasurer Nikki Lohman, Supervisor of Assessments Kendra Niehaus, EMA Director Kevin Schott, EMA Assistant Dan Hough, County Clerk Sandy Leitheiser, State's Attorney Andrew Affrunti, Christine Daniels and Mike Plunkett of County Board Administration, Hillsboro Community Planner Sarah McConnell

Public Comments: None

Coordinating Committee: Doug Donaldson, Board Chairman

1. Information Systems Report Update/Approval: Curt Watkins reported his department is working on courtroom multimedia projects, working on the Montgomery and Christian County CAD-to-CAD connection, and has noticed an uptick in phishing emails caught by the county firewall.
2. EMA Report Update/Approval: Kevin Schott said transition work continues, and Dan Hough reported he has been training and reaching out to contacts.
3. EMA Director Appointment Update/Approval: Chairman Donaldson said he will recommend promoting Dan Hough to EMA Director at the September board meeting. **Motion by Donaldson and second by Ritchie to recommend approval of the appointment of Dan Hough as Montgomery County EMA Director effective October 1, 2024. All in favor, motion carried.**
4. West Central Development Council/Job Center Board/CEO Board Update/Approval: Chairman Donaldson said goals were exceeded for this year and will increase for next. The council meets next in October.
5. Other Business: Chairman Donaldson shared a FOIA response from IDNR requested by County Board Administration regarding the Route 185 sink hole.

Development & Personnel Committee: Chad Ruppert, Chairman

1. Small Biz Grant Application Update/Approval: More applicants will be invited to the September 30th committee meeting.
2. Employee Health Insurance and Monthly HRA Report Update/Approval: The committee will review and discuss.
3. Employee Performance Appraisal Update/Approval: The committee will review and discuss the form recommended by Bushue.
4. Employee Exit Policy & Procedures Update/Approval: The committee will review and discuss the form recommended by Bushue.
5. Animal Control Update/Approval: Committee Chair Ruppert reported Animal Control Warden Emily Gerl submitted her resignation effective August 29th. County Board Administration is collecting applications for the vacancy.
6. Oil Sun Solar Update/Approval: Committee Chair Ruppert reported the committee recessed the Monday, August 26th, public hearing until Thursday, September 5th.
7. Plains Solar Update/Approval: Committee Chair Ruppert noted the recessed public hearing is tentatively scheduled to resume on November 4th, but that schedule may be adjusted.
8. DCEO Energy Transition Grant Update/Approval: The County received preliminary notification of the grand award.
9. Grain Belt Express Appellate Decision Update/Approval: Chairman Ruppert reported an appellate court has overturned the decision to grant eminent domain.
10. Other Business: The committee will review and discuss the tentative 2025 holiday schedule. Treasurer Nikki Lohman asked the committee to consider adding Christmas Eve to the holiday list; other officeholders present concurred. Supervisor of Assessments Kendra Niehaus asked the board to consider a dress code.

Buildings and Grounds: Bob Sneed, Chairman

1. Maintenance and Cleaning Issues and Report Update/Approval: The committee will review and discuss.
2. VAV Controller Replace & Upgrade Judges Office Update/Approval: Committee Chair Sneed said the item did not need to be on the committee agenda.
3. Two-Year Plan Update/Approval: Chairman Sneed reported work continues.
4. Historic Courthouse Historical Marker Update/Approval: Jeff Dunn is scheduled to address the committee.
5. Highway Department Land Acquisition Update/Approval: Committee Chair Sneed reported the Health Department is working on a survey.
6. Interior Door Project for County Clerk's Office Update/Approval: Work continues and is nearing completion.
7. County Board Room Tech Grant Update/Approval: Work will begin this fall.
8. Other Business: The committee will discuss surplus office equipment and the future of the Green Diamond Bike Trail.

Roads and Bridges Committee: Ethan Murzynski, Chairman

1. UKA Virden Wind Road Use Agreement Update/Approval: Engineer Cody Greenwood said UKA continues to work on their traffic impact analysis.
2. Walshville Bypass Update/Approval: Engineer Greenwood reported that after the public meeting last month, consultants are working on responses to public comments.
3. Surplus Equipment Sale Update/Approval: Engineer Greenwood said two surplus mowers up for bid did not meet their reserve for a second time. He is considering keeping the mowers.
4. Other Business: Engineer Greenwood said the committee will review bid openings for a heavy equipment shed and solar panels. Chairman Donaldson asked about the 2011 County resolution requiring Project Labor Agreements on projects over \$100,000. State's Attorney Andrew Affrunti will review and the Coordinating Committee will discuss next month.

Finance and Budget Committee: Andy Ritchie, Chairman

1. SOA Report Update/Approval: The committee will review and discuss.
2. Capital Improvement & Coal Fund Reports Update/Approval: The committee will review and discuss.
3. Audit Presentation Update/Approval: Treasurer Lohman is working to schedule a report and plans for an Auditor Rep to attend the County Board meeting.
4. FY 2025 Budget Update/Approval: Treasurer Lohman reported the tentative General Fund deficit is down to \$358,000. Committee Chair Ritchie said he will ask the committee to consider transferring Coal Fund interest to the General Fund.
5. Ambulance Districts FY 2025 Budget Update/Approval: The committee will review and discuss.
6. Estimated FY 2025 Tax Levy Update/Approval: The committee will discuss whether or not to recommend a county Truth In Taxation hearing.
7. FY 2024 Animal Control Update/Approval: The committee will discuss options for addressing the FY 2024 budget situation.
8. Other Business: The committee will review and discuss a resolution to commit ARPA funds to the EMA building roof to supplement insurance funds. Treasurer Lohman said the committee will need to review and make a recommendation regarding parcels sold at the trustee sale.

Announcements:

1. BLH Fall Electronics Recycling Update/Approval: Saturday, September 14, 9am-12noon, Highway Dept.

Appointments for Full Board meeting:

1. Re-appoint John L. Welch of Farmersville to the Farmersville-Waggoner Fire Protection District for a 3-year term September 2024 through September 2027

Motion to adjourn by Murzynski and second by Ritchie. 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.

Montgomery County Board

Development & Personnel Committee Meeting Minutes

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

Date: THURSDAY, September 5th, 2024

Time: 5:00 PM – County Board Room

Roll Call - Members Present: Chad Ruppert, Bill Bergen, Mark Hughes and Jeremy Jones

Members Absent: Russell Beason and Doug Donaldson

Others Present: Andrew Affrunti, Daniel Robbins, Ken and Dionne Manzer, Bill Montgomery, Sarah McConnell, Sandy Leitheiser and Nikki Lohman

The committee met today to discuss the following:

1. **Public Comment:** None
2. **Employee Health Insurance and Monthly HRA Report Update/Approval:** Tony Johnson from Assured Partners presented their monthly report and stated the United Health Care renewal came back at a 39% increase which included a 3% reduction of premium due to product bundling of the Dental/Vision and Life Insurance. Johnson said this is a firm number and he has already started the process of seeking other insurance companies like Blue Cross Blue Shield and Aetna. Johnson shared that BCBS is offering an 8% rate cap for 2025 and offers bundling discounts. The employee open enrollment will take place in mid to end of October and Johnson will have insurance numbers ready at next month's committee meeting.
3. **Employee Performance Appraisal Update/Approval:** The committee reviewed and discussed the draft of the Employee Performance Appraisal form as prepared by Human Resource Consultant Bushue. Circuit Clerk Robbins started the discussion regarding the elected offices or union contract offices not having to use this form. Committee Chairman Ruppert feels this is a good policy to add to the employee personnel manual. **Motion by Hughes and second by Jones to recommend the approval of the Employee Performance Appraisal Form. All in favor, motion carried.**
4. **Employee Exit Policy & Procedures Update/Approval:** The committee reviewed and discussed the draft of the Employee Exit Policy and Procedures form that was prepared by Bushue. This form is basically a check of list for when an employee is leaving county employment. **Motion by Bergen and second by Hughes to recommend the approval of the Exit Policy and Procedure form. All in favor, motion carried.**
5. **Animal Control Warden Resignation Update/Approval:** Ruppert stated the county received a resignation letter from Emily Gerl effective August 29th, 2024. **Motion by Hughes and second by Jones to recommend the approval of the Resignation letter from Emily Gerl. All in favor, motion carried.**
6. **Animal Control Warden Hire Update/Approval:** Ruppert reported he received three applications for the vacant animal control warden position and has conducted interviews. Ruppert wants to offer the position to April Pier and feels she is very qualified and received good written references from Dr. Probst and his office manager Tracy Collins. Ruppert stated he also called Dr. Probst and Ms. Collins for additional input. Ruppert will make a motion at Tuesday's full board meeting to hire April Pier as the County Animal Control Warden. Ruppert also stated he will work with Bushue on developing an "Offer of Employment Letter" which the County doesn't currently have.
7. **Plains Solar Update/Approval:** The Public Hearing was held on August 26th, and was recessed with a reconvene date of November 4th, 2024.
8. **DCEO Energy Transition Grant Update/Approval:** Coordinator Daniels reported we received word that round two of the Energy Transition Grant in the amount of \$1,351,928 has been awarded and we are waiting for a contract from DCEO. Monthly expense reports have been submitted every month since April 30th and there have not been any reimbursements yet from the State.

9. **Grain Belt Express Appellate Decision Update/Approval:** Ruppert reported there is nothing new to discuss.
10. **Hurst-Rosche Proposal to Review Oil Sun Application Update/Approval:** The committee reviewed the proposal from Hurst-Rosche Engineers for services to review the Oil Sun Solar Application for an amount not to exceed \$3,500. **Motion by Hughes and second by Bergen to approve the Hurst-Rosche proposal to review the Oil Sun Application for an amount not to exceed \$3,500. All in favor, motion carried.**
11. **2025 County Holiday Schedule Update/Approval:** The committee reviewed a draft of the 2025 Holiday Schedule and discussion took place on possibly making adjustments to include Christmas Eve as a holiday. Circuit Clerk Robbins reported he was instructed by the Judge's Office not to schedule anything for this Christmas Eve. County Offices are in favor of closing this day as there is little activity. Some suggestions were discussed of exchanging other holidays such as Election Day or Columbus Day to have Christmas Eve off. The discussion and approval of the 2025 Holiday Schedule will be addressed at the October meeting.
12. **Employee Manual Dress Code Update/Approval:** Ruppert stated he was approached about a implementing a county dress code and Bushue will be contacted for input on this issue.
13. **Oil Sun Solar Application Update/Approval:** Ruppert read an email with a statement of conditions prepared by Alex Farkas for the drainage discussion on the Oil Sun Solar Project Application. *"Applicant shall, at Applicant's sole cost, upgrade the main tile line on Applicant's property to approximately thirty inches (30") in width from its existing approximately twenty-two inches (22") and Applicant, pursuant to 55 ILCS 5/5-12020 (s-5), shall use reasonable efforts to cooperate with neighboring property owners to provide updated tile and solar plans if requested by such neighboring property owners prior to construction. In addition, Applicant may extend any of the new approximately 30" tile line onto neighboring properties if in accordance with the provisions of Illinois Drainage Code and if it is mutually agreed upon between Applicant and any adjacent property owner(s) next to Applicant property".* **Motion by Bergen and second by Hughes to recommend the approval of the Oil Sun Solar Application with the conditions as stated. All in favor, motion carried.**
14. **Other Business:** Ruppert reported the committee will review a couple of more Small Biz grants at next month's committee meeting. Clerk Leitheiser inquired about any feedback from Nextlink regarding the \$100,000 for Broadband and since there was not, Ruppert asked her to follow up with them. Maggie Poteau from Pattern Energy was in attendance and stated the Traffic Impact Study for their Wind project should be completed soon, but didn't have a definitive date. MCEDC Director Bill Montgomery shared they had a meeting on August 20th and discussed building tourism awareness and young families. Their new website is up and running and hope to build content on Social Media.

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

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

Meeting adjourned at 6:25 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

Buildings & Grounds Committee Meeting Minutes

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

Date: Tuesday, September 3rd, 2024

Time: 8:32 AM – County Board Room

Roll Call - Members Present: Bob Sneed, Connie Beck, Russell Beason, Ken Folkerts, Mark Hughes

Members Absent: Doug Donaldson

Others Present: Maintenance Director Phil Ernst, Circuit Clerk Dan Robbins, County Board Administration Assistant Mike Plunkett, Jeff Dunn of the Illinois State Historical Society

The committee met today to discuss the following:

1. **Public Comments:** None
2. **Maintenance and Cleaning Issues and Report Update/Approval:** Maintenance Director Ernst highlighted many of the 63 items on his report for the committee to discuss.
3. **Two-Year Plan Update/Approval:** The committee reviewed and discussed eight items on a 2-year building maintenance plan developed by Ernst and Committee Chair Sneed. The committee discussed adding sealing and repainting the north wall of the Courthouse Annex building.
4. **Historic Courthouse Historical Marker Update/Approval:** Jeff Dunn of the Illinois State Historical Society was present to review copy for a historical marker that will be placed on the Historic Courthouse lawn in 2025. The marker, “Hillsboro – A Town of Industry and Innovation” pays homage to the industrial history of Hillsboro, Taylor Springs, Schram City, and Kortkamp. Dunn said he has raised the \$5,600 cost for the marker through sponsors (Schram City and the Old Settlers Association). He is also planning a dedication ceremony and private reception in Spring 2025.
5. **Highway Department Land Acquisition Update/Approval:** Work remains pending.
6. **Interior Door Project for County Clerk’s Office Update/Approval:** Committee Chair Sneed reported work is nearing completion. Glass installation and work by Wareham’s Security are among items yet to be completed.
7. **County Board Room Tech Grant Update/Approval:** Work remains pending.
8. **Surplus Office Equipment Update/Approval:** The committee discussed surplus office equipment at the Montgomery County Courthouse. Circuit Clerk Robbins said once the items are declared surplus, he could dispose of them to other offices, by bids, and by throwing away unusable surplus. **Motion by Beck and second by Hughes to recommend declaring unused Montgomery County Courthouse office equipment as surplus property. All in favor, motion carried.**
9. **Green Diamond Bike Trail Update/Approval:** The committee discussed the continued cost of maintaining the Green Diamond Bike Trail between Farmersville and Waggoner. The board will reach out to units of local governments to determine if there is any interest in taking over the trail, and County Board Administration will reach out to Natural Area Guardians (NAGs) to determine if there is interest in a maintenance agreement similar to the one for Arches Rail Trail.
10. **Other Business:** Committee Chair Sneed asked County Board Administration to notify Schindler the county intends to request bids for an elevator service contract, and Sneed asked Ernst to begin developing a list of possible bidders.

Motion to pay the bills by Hughes 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 9:12 am. 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, September 4th, 2024 **Time:** 8:30 AM – County Highway Department

Members present: Ethan Murzynski, Bill Bergen, David Loucks, Patty Whitworth, Chad Ruppert

Members Absent: Doug Donaldson

Other Present: County Engineer Cody Greenwood, Mike Plunkett of County Board Administration, Tim Downen of Hurst-Rosche, Trent Laughlin of LMD Solar, Maggie Poteau of UKA by telephone

The committee met today to discuss the following:

Roads & Bridges Committee:

1. **Public Comments:** None
2. **UKA Virden Wind Road Use Agreement Update/Approval:** Engineer Greenwood reported his office is waiting on UKA's traffic impact analysis before developing a Road Use Agreement (RUA) and any required pre-construction plans. The committee discussed the timeline with Maggie Poteau of UKA. Greenwood said he would like to have a signed RUA before the end of the calendar year in order to hire a consultant to begin developing the pre-construction roadwork anticipated. Greenwood anticipates townships will mimic the county RUA.
3. **Walshville Trail Improvement Project Update/Approval:** The committee reviewed and discussed comments provided by consultant WHKS from a public information meeting held August 6th regarding a proposed Walshville Bypass. Engineer Greenwood said WHKS will evaluate and respond to comments before making a recommendation.
4. **Solar Panels Bid Results Update/Approval:** The committee reviewed and discussed a tabulation sheet provided by Engineer Greenwood with 2 bids to install solar panels at the Montgomery County Highway Department in an attempt to offset the cost of power used by the department. Trent Laughlin of LMD Solar of Hillsboro discussed his bid with the committee. Laughlin said the project would be eligible to receive a 30% federal income tax credit of \$43,750 and a 10% federal Energy Community credit of \$13,291 plus a state Illinois Shine payment averaging \$11,600 per year paid over the next seven years. Greenwood said he has more than \$150,000 left in his Building Maintenance budget line item in Office 225. **Motion by Ruppert and second by Whitworth to recommend awarding the low bid of \$132,918 to LMD Solar of Hillsboro for solar panels at the Montgomery County Highway Department. All in favor, motion carried.**
5. **Heavy Equipment Shed Bid Package 2 Bid Results Update/Approval:** The committee reviewed and discussed a tabulation sheet provided by Tim Downen of Hurst-Rosche, representing Bid Package 2 for a 13,248 square foot heavy equipment shed at the Montgomery County Highway Department. Engineer Greenwood said Bid Package 2 was bid before Bid Package 1 (concrete work) because the County Board has approved ARPA funding for the project, which requires a signed contract before the end of the year. Downen said four bidders requested bid packets and three returned bids. Bids ranged from \$496,448 to \$517,990. The bid package includes a 72x184 shell, doors, a finished ceiling and prep work for future insulation. Greenwood said the new 13,248 square foot building will replace the 9,732 square foot block building and 4,140 brown building totaling 13,872 square feet. Both Greenwood and Ruppert agreed the apparent low bidder, FBi Buildings of Remington, IN, appear to meet the specs. Downen said Hurst-Rosche had not worked with FBi before, but Committee Chair Murzynski pointed out the company built the new Shoal Creek Fire Department building in Donnellson, and Ruppert said FBi built a city shed for Litchfield. **Motion by Whitworth and second by Bergen to recommend awarding the**

low bid of \$496,448 to FBI Buildings of Remington, IN, for Bid Package 2 of a heavy equipment shed at the Montgomery County Highway Department. Motion carried 4-1 (Loucks voted against).

6. Other Items: None

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

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

Meeting adjourned at 10:06 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 Square, Hillsboro, IL 62049

Date: Thursday, September 5th, 2024

Time: 8:31 AM – County Board Room

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

Members Absent: Doug Donaldson

Others Present: Supervisor of Assessments Kendra Niehaus, EMA Director Kevin Schott, County Clerk Sandy Leitheiser, Circuit Clerk Dan Robbins, Treasurer Nikki Lohman, IS Director Curt Watkins, Engineer Cody Greenwood, VAC Superintendent Cassandra Hampton, Christine Daniels and Mike Plunkett of County Board Administration, Hillsboro Community Planner Sarah McConnell

Pledge of Allegiance was led by Committee Chair Ritchie

The committee met today to discuss the following:

- Public Comment:** Resident Kirby Furness asked the committee to consider avoiding a Truth in Taxation hearing. He suggested using coal fund interest in the General Fund, and said that taxing bodies, including ambulance districts, should only levy the taxes required to operate.
- SOA Report Update/Approval:** Supervisor of Assessments Niehaus asked the committee to budget \$17,000 for a part-time data collector rather than budgeting \$27,000 for the full-time vacant field position. She also reported she is continuing to work on completing wooded acreage reassessments.
- Capital Improvement & Coal Fund Reports Update/Approval:** As of the end of July, Committee Chair Ritchie reported total coal funds of \$9,812,364.24. The committee reviewed and discussed the report.
- Audit Presentation Update/Approval:** Treasurer Lohman anticipates the FY2023 audit will be presented at the September 10th Montgomery County Board meeting.
- EMA Roof ARPA Ordinance Update/Approval:** The committee reviewed and discussed an ARPA Ordinance to partially fund the roof replacement at the under-development EMA building at the Highway Department. **Motion by Whitworth and second by Beck to recommend an amount not to exceed \$30,000 ARPA funds be made available for a roof restoration for Montgomery County EMA. All in favor, motion carried.**
- 13 Parcel Sold At Trustee Sale Update/Approval:** The committee reviewed and discussed resolutions to convey 13 parcels as a result of the Montgomery County Trustee sale. **Motion by Whitworth and second by Beck to recommend conveying 13 parcels to buyers at the Montgomery County Trustee sealed bid auction. All in favor, motion carried.**
- FY 2025 Budget Update/Approval:** The committee reviewed and discussed budget changes including removing grants from the General Fund, removing the proposed new FOIA officer, changes in Supervisor of Assessments and County Board Administration staffing, HRA usage, and property tax revenue. Committee Chair Ritchie asked the committee to considering setting a new minimum Coal Fund reserve and using Coal Fund interest as a General Fund revenue. **Motion by Ritchie and second by Whitworth to use FY 2024 Coal Fund interest as a General Fund revenue for FY 2025. All in favor, motion carried. Motion by Ritchie and second by Beck to use remaining available ARPA interest as a General Fund revenue for FY 2025. All in favor, motion carried. Motion by Ritchie and second by Beck to maintain a \$10 million Coal Fund reserve, use any Coal Funds in excess of**

\$10 million only for non-recurring expenses, and dedicate Coal Fund interest as a General Fund revenue. All in favor, motion carried.

- 8. Ambulance Districts FY 2025 Budget Update/Approval:** The committee reviewed and discussed proposed budgets from the Farmersville-Waggoner, Hillsboro, Nokomis-Witt, and Raymond-Harvel ambulance special service areas. Treasurer Mike Webb of the Farmersville-Waggoner Area Ambulance Service answered questions on speaker phone. **Motion by Ritchie and second by Whitworth to forward all four ambulance special service area budgets for board consideration without a recommendation. All in favor, motion carried.**

- 9. Estimated FY 2025 Tax Levy Update/Approval:** The committee spent substantial time reviewing and discussing requested Montgomery County tax levies as well as those from the Hillsboro Area Ambulance Service, Farmersville-Waggoner Area Ambulance Service, Nokomis-Witt Area Ambulance Service, Veterans Assistance Commission, Community Mental Health (708) Board, Raymond-Harvel Area Ambulance Service, Senior Social Services, and Extension Services. Requested Montgomery County tax levies would result in a 13.4687% levy increase, and the committee debated whether that was advisable given the relative health of the proposed FY2025 budget and the current level of Coal Fund reserves. **Motion by Folkerts and second by Young to recommend decreasing the proposed Montgomery County Corporate General Fund FY2025 levy by \$371,889 to \$904,415 which would result in a 4.999% increase over FY2024. All in favor, motion carried. Motion by Ritchie and second by Whitworth to schedule tentative Truth In Taxation hearings at 6 p.m. Monday, Sept. 23, for the Farmersville-Waggoner Area Ambulance at the Farmersville-Waggoner Ambulance Building in Farmersville; at 6 p.m. Tuesday, Sept. 24, for the Hillsboro Area Ambulance Service at the Historic Courthouse in Hillsboro; at 6:30 p.m. Tuesday, Sept. 24, for the Community Mental Health (708) Board at the Historic Courthouse in Hillsboro; at 7 p.m. Tuesday, Sept. 24, for the Veterans Assistance Commission at the Historic Courthouse in Hillsboro; at 6 p.m. Wednesday, Sept. 25, for the Nokomis-Witt Area Ambulance Service at Nokomis City Hall. All in favor, motion carried.**

- 10. FY 2024 Animal Control Update/Approval:** Due to changes in Animal Control staffing, Development & Personnel Committee Chair Chad Ruppert asked the committee to give him two weeks to recommend a solution to the FY2024 budget issues.

11. Other Business: None

Motion to pay the bills and payroll by Young 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 12:58 pm. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.