

Montgomery County Board Minutes

For Tuesday, December 12th, 2023 – 5:30 PM

The following are minutes of a regular meeting of the Montgomery County Board held at 5:30 PM on Tuesday, December 12th, 2023, in the conference room of the Farm Bureau Building, Hillsboro, Illinois.

The meeting was called to order by County Board Chairman Doug Donaldson at 5:30 PM.

Roll call was taken - 14 members present, 0 members absent.

Members Present: Russell Beason, Connie Beck, Bill Bergen, Doug Donaldson, Ken Folkerts, Mark Hughes, Jeremy Jones, David Loucks, Ethan Murzynski, Andy Ritchie, Chad Ruppert, Bob Sneed, Patty Whitworth and Evan Young.

Members Absent: None.

Pledge of Allegiance to the flag was led by Bill Bergen.

Mileage and Per Diem Approval: Motion by Whitworth and second by Ritchie to approve the Mileage and Per Diem. **ROLL CALL VOTE:** Voting yes: Beason, Beck, Bergen, Donaldson, Folkerts, Hughes, Jones, Loucks, Murzynski, Ritchie, Ruppert, Sneed, Whitworth and Young. Voting no: none. All in favor, motion carried.

Approval of Minutes of Previous County Board Meeting: Motion by Beason and second by Jones to approve the Minutes of the Previous Regular County Board Meeting held on Tuesday, November 14th, 2023. All in favor, motion carried.

CONSENT AGENDA:

1. **Animal Control Report** -- Emily Gerl – No report submitted.
2. **Circuit Clerk's Report** – Daniel Robbins – Report submitted. Robbins said remodeling at the Courthouse Complex is now underway.
3. **Coroner's Report** – Randy Leetham – Report submitted. Leetham was present for questions.
4. **County Clerk and Recorder's Report** – Report submitted. Leitheiser was present for questions.
5. **Enterprise Zone Report** – Christine Daniels – Report submitted. Daniels was present for questions.
6. **Environmental Protection Agency Report** – Christine Daniels – Report submitted. Daniels thanked the Highway Department for hosting the recent tire collection drive sponsored by the IL Environmental Protection Agency.
7. **Health & TB Department Report** – Hugh Satterlee – Report submitted. Satterlee was present for questions.
8. **Highway Department Report** – Cody Greenwood – Report submitted.
9. **Information Services Report** – Curt Watkins – Report submitted.
10. **Maintenance Superintendent Report** – Phil Ernst – Report submitted.
11. **Probation Office Report** – Banee Ulrici – Report Submitted.
12. **Public Defender's Report** – Erin Mattson — No report submitted.
13. **ROE – Monthly, Quarterly & Annual Reports** -- Julie Wollerman – No report submitted.

14. **Sheriff's Report** – Rick Robbins – Report submitted. Robbins was present for questions. Robbins reported they went from 57 to 21 detainees in the county jail as a result of the new Illinois SAFE-T act law.
15. **SOA Report** – Kendra Niehaus – Report submitted. Niehaus was present for questions and shared information regarding the quadrennial reassessment notice recent mailing to all county property taxpayers. She explained based on Illinois Department of Revenue (IDOR) property sales ratio study, township factors are used to equalize assessments between properties and to avoid a state multiplier. She said IDOR uses sales information for properties sold in 2020, 2021 and 2022 (three years) for the sales ratio study. She also reviewed the IDOR formula for farm ground assessments.
16. **State's Attorney Report** – Andrew Affrunti – Report submitted. Affrunti was present for questions
17. **Treasurer's Report** – Nikki Lohman – Report submitted. Lohman was present for questions.
18. **V.A.C. Report** – Cassandra Hampton – Report submitted.

APPROVAL OF ITEMS ON THE CONSENT AGENDA: Motion by Hughes and second by Ritchie to approve the 15 items on the Consent Agenda. All in favor, motion carried.

LIAISON REPORTS:

- **708 Board** – Murzynski said he had nothing new to report.
- **CEFS Board** -- Beason said he had nothing new to report.
- **911 Board** – Bergen said he had nothing new to report.
- **Health Department** -- Whitworth stated they will meet again in January, 2024.
- **IL Association of County Officials** -- Bergen said he had nothing new to report.
- **MCEDC** -- Hughes said their last meeting was held at the SCI center in Litchfield.
- **Planning Commission** -- Ritchie said he had nothing new to report.
- **Senior Citizens Board** -- Folkerts reported the Senior Citizens Board recently bought a new storage shed, and the parking lot re-pavement is also completed. Folkerts said a Senior Citizens Board luncheon meeting is scheduled for Monday, December 18th, 2023 at 1:30 pm, and he invited county board members to attend.
- **UCCI** – Ruppert said UCCI has been sending a lot of information via email recently.
- **U of I** – Beck said they will meet this coming Thursday evening.
- **WCDC** – Jones said he had nothing new to report.

PUBLIC COMMENTS: Montgomery County citizen Larry Miller said he came to address his concern regarding the Animal Control policy recently passed by the County Board implementing a six month time limit on getting the animals out of the animal control facility before they are euthanized. Miller said he wished the board would reconsider their new policy because six months is not enough time to get some dogs out because no one wants them. Miller added Christian County doesn't have a set time for euthanizing animals in their animal control facility.

Montgomery County citizen Bill Schroeder stated he wants to be sure the County Board hasn't forgotten about the need to implement zoning in Montgomery County. He said that even though the CO2 pipeline project fell by the wayside for now, a similar project could be introduced again in the future, and zoning would provide more local control of land use. He suggested the County Board add the topic of zoning to the CO2 pipeline Ad-hoc Committee for their consideration.

COMMITTEE REPORTS:

COORDINATING COMMITTEE: Given by County Board Chairman Doug Donaldson:

1. **Information Systems Report Update:** Chairman Donaldson reported the IT department has been busy working on the body camera project for the Sheriff's Department, and they will be implementing the new county website soon.
2. **EMA Report and Hazard Mitigation Plan Update:** Donaldson referred to EMA representative Dan Hough, who reported the next Hazard Mitigation Plan meeting will be held on January 24th, 2023, in the County Board Room of the Historic Courthouse in Hillsboro.
3. **West Central Development Council/Job Center Board/CEO Board Update:** Chairman Donaldson said they had an open house today, and their next meeting is scheduled for December 21st, 2023.
4. **CO2 Sequestration Ad Hoc Committee Update:** Chairman Donaldson said the next CO2 Sequestration Ad Hoc Committee meeting is scheduled for Monday, December 18th, 2023 at 5:00 PM in the County Board Room of the Historic Courthouse in Hillsboro.
5. **Other Business:** Chairman Donaldson informed members the board packet information will not be projected on a screen in future meetings, and he asked board members to start bringing their chrome books to their meetings in January, 2024, to review their packet information for upcoming meetings. Donaldson stated members will still be given a long agenda on their desks for the full County Board meeting.

BUILDINGS & GROUNDS COMMITTEE REPORT: Given by Committee Chairman Bob Sneed:

1. **Maintenance and Cleaning Issues and Report Update:** Sneed reported Maintenance Superintendent Phil Ernst shared his monthly report with the committee. Members discussed the lack of response from Schindler Elevator regarding the Historic Courthouse elevator that has been out of use since October 3rd, 2023. Chairman Donaldson reported he and Sheriff Robbins have been calling and emailing Schindler representatives but have not received any responses; and he recently contacted the Illinois Fire Marshal's office regarding our non-compliance with the Americans with Disabilities Act. Donaldson said the last he heard, the elevator will be out of service until the middle of December, 2023.
Sneed said the Generator at the Jail has been installed and is in operation. He said they repaired the furnace at the Annex Building for the ROE office recently, and the compressor for the chiller is being shipped on December 28th, 2023. Sneed also said the Committee approved postponing the painting the fire escape and band around the Historic Courthouse due to paying for the generators from the FY 2024 budget.
2. **Contract for Cleaning Services from National Maintenance and Cleaning Inc. Approval:** Sneed reported he spoke with the owner of National Maintenance & Cleaning regarding cleaning issues at the Courthouse Complex, and a new cleaning staff person will begin employment in January, 2024. Sneed said the committee reviewed and approved recommending the new cleaning contract, which increases their rate by \$1.00 per hour to a total of \$22.50 per hour. **Motion by Sneed and second by Beason to approve to new contact with National Maintenance and Cleaning Inc. to clean the New Courthouse for \$22.50 per hour. All in favor, motion carried.**
3. **Interior Door Project for County Clerk's Office Update:** Clerk Leitheiser reported we are still waiting on the DCEO Energy Transition Grant Funding for this project. Leitheiser stated she and Coordinator Daniels were on a conference call with our DCEO Grant Administrator and requested a timeline of when we could expect the grant award agreement, but no date has been given.

4. **Repair/Replace Roof of Block Building at Highway Department Update:** Sneed reported Engineer Greenwood is drawing up the bid specifications.
5. **Bids for County Board Room Audiovisual Upgrades Update:** Sneed reported no bids have been received yet for this project. Circuit Clerk Robbins has submitted the grant for the County Board Room to receive audiovisual upgrades since this room is designated as a backup location for court services. Coordinator Daniels will follow up with IT manager Watkins to see if any project cost updates have been submitted and will pass them along to Robbins when they are available.
6. **Ameresco - Courthouse Complex Renovation Project Update:** Sneed reported work has begun with the renovation project in the Courthouse Complex to address safety and ADA issues. He said they began the project in the large Courtroom #3.
7. **Old Highway Department Property Update:** Sneed reported the committee discussed the bid submitted last month for the old Highway Department property on Seymour Avenue in Hillsboro. He said some committee members voiced their concern with the low bid and stated they felt the committee should look into what would be a good bid price for the 14 lots. He said the county's bid specifications had the stipulation that the bidder must provide a development plan along with their bid, and said we will possibly use the building for storage for the next few years. Sneed said he recently contacted the Hillsboro Township Assessor for average assessment for empty lots in Hillsboro city limits, and he will provide these results to next month's meeting. Chairman Donaldson clarified the buildings on the Seymour property will be taken down at the County's expense, so bids should not include demolition costs. Whitworth stated she understands there are some drainage issues in the middle of the property and asked if the county will take care of them before it is sold, and Sneed responded affirmatively.
8. **Other Business:** Sneed reported Health Department Director Satterlee came to the committee and said they don't have a use for the white block building at the new Highway Department site. Sneed said EMA Director Schott stated he needs office space and a climate controlled environment for storage of their equipment. He said Satterlee suggested revamping the brown building at the Highway Department for EMA as an option. Discussion took place about this building and included information that it would not be climate controlled for EMA storage as the ceiling had been taken out and the building has been gutted. He said the committee felt the Highway Department's brown building might be more suitable for EMA; however, they learned the trailers will not fit in the brown building. Sneed said the committee will continue to look at different options. Sneed also confirmed Kinney Contractors have corrected the issue with the sidewalk at the ADA entrance on the west side of the Historic Courthouse.

DEVELOPMENT & PERSONNEL COMMITTEE REPORT: Given by Committee Chairman Chad Ruppert:

1. **Employee Health Insurance and Monthly HRA Report Update:** Ruppert said the committee reviewed the monthly HRA report prepared by Treasurer Lohman.
2. **MCEDC Update:** Ruppert called upon MCEDC Executive Director Bill Montgomery, who reported they met recently at the new SCI Center in Litchfield and also toured the new trade school facility. Montgomery also reported Illini Web Services was hired to update the MCEDC Website, and the website's new launch date is set for March 2024.
3. **Animal Control Facility Update:** Ruppert reported animal intake for November was 8 cats and currently there are 13 cats and 12 dogs at the facility. Donaldson reported he attended the Christmas pet photo and adoption event held at the facility this past Sunday,

and stated two dogs were adopted. Ruppert also reported they are working on additional security at the Animal Control facility and possibly installing a buzzer at the door.

4. **Animal Control Policy Update:** Ruppert reported the he is working on a draft of the Animal Control policy Jones shared with the committee.
5. **Nextlink Broadband Internet Update:** Ruppert said the committee discussed a recent BEAD grant webinar. MCEDC representative Montgomery asked if we still need to pursue BEAD grant money since we are working with Nextlink who already received federal RDOF grant funding. Clerk Leitheiser replied these are two different grants and the county needs to receive as much rural broadband internet funding as possible. She suggested since MCEDC is a 501 C-3 not-for-profit corporation, they can pursue BEAD grant funding for Montgomery County.
6. **Enterprise Zone Update:** Ruppert asked Coordinator Daniels to explain the reported new legislation regarding the criteria for the maximum square miles allowed in an Enterprise Zone. Daniels said she received recent confirmation from State's Attorney Affrunti that the new legislation pertains to Montgomery County and we can now have 20 square miles instead of 15 miles in our Enterprise Zone because we have more than four units of Government in our current Enterprise Zone. She stated the legislation allows any Zone with four or more Counties or Units of Government to go up to 20 square miles within its boundaries. Chairman Donaldson stated he would like to schedule a Mayor's meeting in early 2024 to inform the Enterprise Zone Mayors of the additional territory under this new law.
7. **Wind and Solar Legislation SB 1699 Update:** Ruppert reported Wind Farm legislation SB 1699 passed both the Illinois House and Senate and was on the Governor's desk for signature. UKA North America LLC, Community Relations Specialist Maggie Poteau was in attendance at the meeting and confirmed the bill was signed by the Governor this past Friday. State's Attorney Affrunti said he looked at the bill briefly and initially feels it shouldn't have an effect on our current ordinance, but he will go over it with more detail and report his findings to the committee. Ms. Poteau confirmed they are hoping to submit their Wind Farm application to the County Board in January of 2024 and hope to complete their project by November of 2025.
8. **Personnel Manual Amendments Update:** Ruppert stated the committee will be addressing the FMLA policy brought to the committee's attention by Sheriff Robbins. Chairman Donaldson said he reached out to Bond, Fayette, Macoupin and Christian Counties and their policy is the same as ours.
9. **Union Negotiations with Local 1084 (Correctional Officers and Telecommunicators) Approval:** Chairman Donaldson said an executive session will be needed to discuss this contract.
10. **Executive Session for Personnel/Litigation/Property Acquisition Approval:** Motion by Ruppert and second by Hughes to enter into executive session to discuss a collective bargaining agreement with Union Local 1084 representing the Correctional Officers and Telecommunicators. All in favor, motion carried.
EXECUTIVE SESSION WAS HELD.
Motion by Beason and second by Whitworth to come out of executive session. All in favor, motion carried.
11. **Collective Bargaining Agreement with Local 1084 (Correctional Officers) Update/Approval:** Motion by Ruppert and second by Jones to approve the Collective Bargaining Agreement with Local 1084 (Correctional Officers) pending review of the State's Attorney. All in favor, motion carried.

12. Collective Bargaining Agreement with Local 1084 (Telecommunicators) Update/Approval: Motion by Ruppert and second by Bergen to approve the Collective Bargaining Agreement with Local 1084 (Telecommunicators) pending review of the State's Attorney. All in favor, motion carried.

FINANCE & BUDGET COMMITTEE REPORT: Given by Committee Chairman Andy Ritchie:

1. SOA Report Update: Ritchie said Supervisor of Assessments Niehaus shared her monthly report earlier in the meeting.
2. Intergovernmental Agreement between Montgomery County and the Multi-Township Assessment District of Audubon-Nokomis Approval: Ritchie reported the County needs to sign an Intergovernmental Agreement so we can do the assessment duties for Audubon-Nokomis Township. Motion by Ritchie and second by Folkerts to approve the Intergovernmental Agreement between Montgomery County and the Multi-Township Assessment District of Audubon-Nokomis. All in favor, motion carried. (For copy, see Resolution Book 20, pages 232-233).
3. Intergovernmental Agreement between Montgomery County and the Multi-Township Assessment District of Butler Grove-Irving-Rountree Approval: Ritchie stated we need this Intergovernmental agreement to perform services for the MTA District of Butler Grove-Irving-Rountree Districts. Motion by Ritchie and second by Hughes to approve the Intergovernmental Agreement between Montgomery County and the Multi-Township Assessment District of Butler Grove-Irving-Rountree. All in favor, motion carried. (For copy, see Resolution Book 20, pages 234-235).
4. Capital Improvement Fund Reports Update: Ritchie said the committee reviewed the Treasurer's Capital Improvement Fund reports. We received \$251,891 in coal revenue for last month and we have a balance of \$1,474,557.18.
5. ARPA Ordinance #23-58 for the Second Payment to Bellwether in the amount of \$6,000 for the FY 2024 Budget Process Work Approval: Ritchie said the committee reviewed the ordinance prepared by Treasurer Lohman to pay Bellwether for the second installment of the work they performed on the FY 2024 Budget Process. Motion by Ritchie and second by Young to approve the ARPA Ordinance for the Second Payment to Bellwether in the amount of \$6,000 for the FY 2024 Budget Process Work. All in favor, motion carried. (For copy, see Resolution Book 20, page 236).
6. ARPA Ordinance #23-59 Authorizing the Transfer of ARPA Funds to the General Fund #100 for the FY 2023 Budget Approval: Ritchie reported we need to transfer ARPA funds to the General Funds to balance the FY 2023 balance. Motion by Ritchie and second by Young to approve the ARPA Ordinance Authorizing the Transfer of \$231,665 in ARPA Funds to the General Fund #100 for the FY 2023 Budget. All in favor, motion carried. (For copy, see Resolution Book 20, page 237).
7. ARPA Ordinance #23-60 Authorizing the Transfer for ARPA Funds to the Animal Control Fund #365 for the FY 2023 Budget Approval: Ritchie reported the committee discussed transferring ARPA money to Animal Control to cover the shortfall for FY 2023 instead of using Vanek Estate money. Motion by Ritchie and second by Jones to approve the ARPA Ordinance Authorizing the Transfer for ARPA Funds in the amount of \$156,874.30 to the Animal Control Fund #365 for the FY 2023 Budget. All in favor, motion carried. (For copy, see Resolution Book 20, page 238).

ROADS & BRIDGES COMMITTEE REPORT: Given by Committee Chairman Ethan Murzynski:

1. **Section 15-00138-00-BR Red Ball Trail Bridge Update:** Murzynski reported the Red Ball Trail Bridge was officially opened last week. He said grass seeding and a final punch list will take place next spring to close out the project.
2. **Section 23-18119-00-BR, East 22nd Road, Witt Township Bridge Replacement Engineering Services Approval:** Murzynski reported the committee recommended the Engineering services agreement with Hurst-Rosche Engineers for the bridge in Witt Township on East 22nd Road in the amount of \$40,000. **Motion by Murzynski and second by Ruppert to approve the Engineering Services Agreement from Hurst-Rosche Engineers for the Witt Township Bridge Replacement in the amount of \$40,000. All in favor, motion carried. (For copy, see Resolution Book 20, pages 239-248).**
3. **Resolution 2024-01, 2024 County MFT Resolution Approval:** Murzynski stated the committee discussed and approved recommending the MFT Resolution in the amount of \$1.2 million which was the same as last year. **Motion by Murzynski and second by Whitworth to approve Resolution 2024-01, the 2024 County MFT Resolution in the amount of \$1.2 million. ROLL CALL VOTE: Voting yes: Beason, Beck, Bergen, Donaldson, Folkerts, Hughes, Jones, Loucks, Murzynski, Ritchie, Ruppert, Sneed, Whitworth and Young. Voting no: none. All in favor, motion carried. (For copy, see Resolution Book 20, page 249).**
4. **Resolution #2024-02 to Appropriate Funds from the County Aid to Bridge Fund 235 with Witt Township Road District 50% / 50% split Approval:** Murzynski reported the committee discussed and approved recommending resolution #2024-02 to appropriate funds from the County Aid to Bridge Fund 235 with Witt Township Road District for a 50% / 50% split. This is a 36" pipe replacement on East 21st Road in Witt Township and the Counties portion is \$4,500. **Motion by Murzynski and second by Young to approve Resolution #2024-02 to Appropriate Funds from the County Aid to Bridge Fund 235 with Witt Township Road District for a 50% / 50% split, and Montgomery County's share is \$4,500. All in favor, motion carried. (For copy, see Resolution Book 20, pages 250-251).**

APPROVAL OF THE COMMITTEE REPORTS & MINUTES:

Motion by Jones and second by Beason to approve the five committee reports and minutes. All in favor, motion carried.

ANNOUNCEMENTS: Donaldson announced the CO2 Ad Hoc Committee will meet on Monday, December 18th, 2023 at 5:00 pm in the County Board Room of the Historic Courthouse. Jones asked who is monitoring the property in Audubon Township purchased by the pipeline for their test well, and Donaldson pledged to find this information and report it back to the board.

SCHEDULE CHANGES: none

APPOINTMENTS: Motion by Donaldson and second by Young to reappoint Don Huber and Mandy Sebeschak to the ETSB Board for a three year term to expire 1/1/27. All in favor, motion carried.

Motion by Young and second by Beck to reappoint Larry Ziegler for a three year term for the Zanesville #3, County Zone #15 Drainage District ending November 2026. All in favor, motion carried.

Motion by Jones and second by Beck to reappoint Randal Riemann for a three year term, for the Pitman-Zanesville #2, County Zone #33 Drainage District ending November 2026. All in favor, motion carried.

PAY BILLS AND PAYROLL:

Motion by Hughes and second by Folkerts to pay all approved bills and Payroll. **ROLL CALL VOTE:** Voting yes: Beason, Beck, Bergen, Donaldson, Folkerts, Hughes, Jones, Loucks, Murzynski, Ritchie, Ruppert, Sneed, Whitworth and Young. Voting no: none. All in favor, motion carried.

ADJOURN: Chairman Donaldson thanked everyone for their work and wished everyone a Merry Christmas. He announced the next regular full board meeting will be on Tuesday, January 9th, 2023, at 5:30 p.m. in the County Board Room, Hillsboro, Illinois. **Motion by Hughes and second by Ritchie to adjourn the Full Board Meeting. All in favor, motion carried.**

Meeting Adjourned at 7:03 pm. Minutes respectfully recorded and submitted by Montgomery County Clerk and Recorder Sandy Leitheiser.