

# Montgomery County Board Minutes

For Tuesday, August 8<sup>th</sup>, 2023 – 5:30 PM

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The following are minutes of a regular meeting of the Montgomery County Board held at 5:30 PM on Tuesday, August 8<sup>th</sup>, 2023.

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 County Board member Evan Young.

**Mileage and Per Diem Approval:** Motion by Young 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 Beck and second by Folkerts to approve the Minutes of the Previous Regular County Board Meeting held on Tuesday, July 11<sup>th</sup>, 2023. All in favor, motion carried.

## **CONSENT AGENDA:**

- 1. Animal Control Report** -- Emily Gerl – No report submitted. Gerl was present for questions.
- 2. Circuit Clerk's Report** – Daniel Robbins – Report submitted. Robbins was present for questions. He reported a new state law is being discussed which would eliminate all balances owed on juvenile court cases. Asked how much this state law would eliminate from his budget, Robbins stated it is too early to tell.
- 3. Coroner's Report** – Randy Leetham – Report submitted.
- 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 was present for questions.
- 7. Health & TB Department Report** – Hugh Satterlee – Report submitted. Satterlee was present for questions.
- 8. Highway Department Report** – Cody Greenwood – Report submitted. Greenwood was present for questions.
- 9. Information Services Report** – Curt Watkins – Report submitted.
- 10. Maintenance Superintendent Report** – Phil Ernst – Report submitted.
- 11. Probation Office Report** – Bane Ulrici – Report submitted.
- 12. Public Defender's Report** – Erin Mattson — No report submitted.
- 13. ROE – Monthly, Quarterly & Annual Reports** -- Julie Wollerman – Report submitted.

- 14. Sheriff's Report** – Rick Robbins – Report submitted. Robbins was present for questions. He reported the Governor signed a law allowing law enforcement agencies to hire non U.S. citizens to be officers. He stated the Montgomery County Sheriff's Office will continue to require officers to be U.S. citizens as a condition of employment.
- 15. SOA Report** – Kendra Niehaus – Report submitted.
- 16. State's Attorney Report** – Andrew Affrunti – Report submitted. Affrunti was present for questions. He introduced new Assistant State's Attorney Clark Johnson, who was also present during the meeting.
- 17. Treasurer's Report** – Nikki Lohman – Report submitted. Lohman was present for questions. She reported as of this meeting, 70 percent of property taxes have been collected, and they will be preparing for the second distribution in the next few weeks.
- 18. V.A.C. Report** – Cassandra Hampton – Report submitted.

**APPROVAL OF ITEMS ON THE CONSENT AGENDA: Motion by Hughes and second by Sneed to approve the 16 items submitted on the Consent Agenda. All in favor, motion carried.**

**LIAISON REPORTS:**

- **708 Board** – Murzynski reported they will meet Monday, August 14<sup>th</sup>, 2023.
- **CEFS Board** – Beason stated there is nothing new to report.
- **911 Board** – Bergen stated they will meet a week from Thursday.
- **Health Department** – Whitworth reported they last met in July, 2023.
- **IL Association of County Officials** -- Bergen stated there is nothing new to report.
- **MCEDC** – Hughes reported they have conducted interviews for a new executive director, and a meeting has been scheduled for August 17th to discuss economic development.
- **Planning Commission** – Ritchie stated there is nothing new to report.
- **Senior Citizens Board** – Folkerts reported the framed Declaration of Independence document donated to the County is now hanging in the County Board room. He also reported they are waiting to hear back about the DCEO Energy Transition grant because they need to pave the driveway to the senior citizens center before the weather gets bad.
- **UCCI** – Ruppert stated there is nothing new to report.
- **U of I** – Beck stated there is nothing new to report.
- **WCDC** – Jones reported they have a new website now which will allow businesses and prospective employees to communicate better and improve workforce development services. He stated the website address is west-central.org.

**PUBLIC COMMENTS:** None

## **COMMITTEE REPORTS:**

### **COORDINATING COMMITTEE:** Given by Chairman Doug Donaldson:

1. **Information Systems Report Update:** Donaldson stated Information Services manager Curt Watkins submitted a lengthy report this month and the office has been very busy.
2. **EMA Report and Hazard Mitigation Plan Update:** EMA Director Kevin Schott reported the next Hazard Mitigation planning meeting will be held August 23<sup>rd</sup>, 2023, at 6 p.m.
3. **West Central Development Council/Job Center Board/CEO Board Update:** Donaldson reported West Central wants to move their offices to Montgomery County, specifically in the Litchfield or Hillsboro area. He also reported he appointed Andy Ritchie as a proxy for the CEO board.
4. **CO2 Sequestration Ad Hoc Committee Update:** Donaldson reported the ad hoc committee met July 18<sup>th</sup>, on the day after some members of the County Board attended a meeting in Sangamon County regarding CO2 sequestration. He stated the initial part of the Sangamon County meeting was good, but later it turned into a back and forth of emotions rather than an informational meeting. He stated the next CO2 sequestration ad hoc committee meeting is scheduled for August 22<sup>nd</sup>, 2023, and he would like for representatives from Heartland Greenway be present to answer questions from the committee. Ruppert announced the Sangamon County Board is meeting tonight to decide whether or not to allow the proposed pipeline in their county.
5. **Committee Member Assignments Approval:** Donaldson reported Patty Whitworth has a conflict in attending the Building and Grounds Committee meetings because of the need to provide childcare for her family. She and Connie Beck, who serves on Roads and Bridges, have agreed to switch committees. Donaldson stated Building and Grounds Chairman Sneed and Roads and Bridges Committee Chairman Murzynski were both made aware of the situation and both have approved this membership change. **Motion by Beason and second by Jones to approve adding Patty Whitworth to the Roads and Bridges Committee and removing her from the Buildings and Grounds Committee. Whitworth abstains. All in favor, motion carried. Motion by Jones and second by Sneed to approve adding Connie Beck to the Buildings and Grounds Committee and removing her from the Roads and Bridges Committee. Beck abstains. All in favor, motion carried.**

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

1. **Maintenance and Cleaning Issues and Report Update:** Sneed reported the Maintenance staff replaced three air conditioner units, one furnace and one refrigerator. He also reported they and the Highway Department worked with Hillsboro City employees to prepare and lay sod around the Historic Courthouse, and it was a beautiful thing to see these entities working together.
2. **AC Units for County Buildings Update:** Sneed said there is nothing additional to report.
3. **Interior Door Project for County Clerk's Office Update:** Sneed reported we are still waiting to get confirmation on the energy grant.

4. **Old Highway Department Property Approval:**
  - **Abate Red Building on Old Highway Department Property Approval:** Sneed reported Cenpro Services increased their initial asbestos abatement bid but the new total still comes in lower than the other bids received. **Motion by Sneed and second by Beason to accept the bid from Cenpro Services for asbestos abatement of the old highway department building in the amount not to exceed \$18,500. All in favor, motion carried.**
  - **Approve Purchase Agreement, Advertise for Bids for Seymour Avenue Surplus Property (Old Highway Department) Update:** Sneed reported we are waiting for an approved purchase agreement from the State's Attorney's office for the old highway department property. Affrunti stated he will have more time to work on it now since he has hired a second assistant.
5. **Approve Payment to Kinney Contractors for Sidewalk Construction at Historic Courthouse Approval:** Sneed reported the final numbers for the sidewalk construction came in about \$450 more than previously approved. **Motion by Sneed and second by Whitworth to approve paying Kinney Contractors \$232,665 for the sidewalk construction project at the Historic Courthouse. 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.**
6. **Approve Contract with Ameresco for Courthouse Complex Renovation Approval:** Sneed reported the entire renovation project for the Courthouse Complex was initially estimated at \$1.4 million. After revising the plan, Circuit Clerk Robbins informed the committee the updated cost will be \$1,128,903, and he is requesting the amount be paid using ARPA money. \$856,000 has already been approved for the project, but it is the next one on the list of projects not approved and there is money available. Sneed stated the Board will approve the amounts during the Finance and Budget hearings, but they also need to approve the contract. **Motion by Sneed and second by Beck to approve the contract with Ameresco for the Courthouse Complex renovation project for an amount not to exceed \$1,128,903. 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.**
7. **Other Business:** Sneed reported National Maintenance is continuing to clean the Historic Courthouse and Jail due to the need to fill in for the custodian who is on medical leave.

**DEVELOPMENT & PERSONNEL COMMITTEE REPORT:** Given by Committee Chairman Mark Hughes:

1. **Public Comment:** Hughes reported Nokomis Park District representative Brad Janssen of Nokomis addressed the committee regarding the pool renovation project in Nokomis. They are looking for help with funding. Hughes stated they will not be able to use DCEO Energy Grant funds to help pay for this at this time.
2. **Employee Health Insurance and Monthly HRA Report Update:** Hughes reported health insurance representative Amanda Mast gave her report. He said he would like Mast to attend the full board meetings in the future to provide more in-depth information.

3. **Animal Control Facility Update:** Hughes reported there is a budget shortfall again this year, and the board will need to decide how to address it. Hughes said it will be discussed as part of the budget process.
4. **Animal Control Municipal Contracts Update:** Nothing new to report.
5. **MCEDC Update:** Hughes stated there was nothing additional to report.
6. **Nextlink Broadband Internet Update:** Donaldson reported he, Clerk Leitheiser, and Coordinator Daniels had a phone conference with Nextlink representative Mike Johnson, and he assured them they are still very much interested in working with Montgomery County for rural broadband. He stated the employee who was previously working with the County is no longer with the company due to restructuring, but Nextlink is still committed to working with us. Donaldson stated they have an on-site meeting scheduled with Nextlink and representatives from the Macoupin and Christian County Boards for August 10<sup>th</sup> at 4 p.m.
7. **Vistra Energy – Coffeen Solar Project Permit Application Approval:**
  - **Approve Independent Engineering Contract for Coffeen Solar Project Permit Application Approval:** Motion by Hughes and second by Jones to approve the proposal from Hurst-Rosche Engineers to perform the independent review for the amount of \$2,500. All in favor, motion carried. (For copy, see Resolution Book 20, pages 147-148).
8. **Revisions to Personnel Manual Update:**
  - **Illinois Law for Additional Time Off Update:** Hughes reported the State of Illinois passed a law requiring the County to offer 40 hours of paid leave to employees. Affrunti stated Montgomery County will have to adopt their personnel manual as an Ordinance document; but once this is done, they will be in compliance with the law. He suggested this be taken care of soon.
9. **Illinois DCEO Community Development Block Grant Update:** Hughes reported the Litchfield City Council voted to be the lead entity on the grant, which will offer private sector businesses financial assistance with COVID related purchases. Only one grant application may be submitted per county, which is why it will be important for the City of Litchfield and County to work together.
10. **Panhandle Picklers Pickleball Courts Update:** Hughes reported the timeframe for any additional funding opportunities has expired.
11. **Scheduling of Union Negotiation Meetings with Local 773 (Correctional Officers and Telecommunicators) Update:** Hughes reported they will plan for union negotiations for the month of September.
12. **Other Business:** Sheriff Robbins reported he had researched FMLA guidelines in the previous employee handbook, which stated a Department Head would start the timeline for an employees' FMLA after they were off work for three consecutive days. He stated this was removed from the manual, and he feels it needs to be put back in.

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

1. **SOA Report Update:** Ritchie reported Supervisor of Assessments Niehaus will be implementing a policy requiring recording leases to qualify for homestead exemptions. The committee previously discussed the passing of an ordinance, but Illinois law gives

Niehaus the authority to implement a policy requiring the recording of such documents without an ordinance.

2. **Capital Improvement Fund Reports Update:** Ritchie reported Treasurer Lohman presented the Capital Improvement report to the committee. She noted the county is building its reserve through investments as well as through coal royalties.
3. **FY 2023 Agreement with Hillsboro Area Ambulance Service Approval:** Motion by Ritchie and second by Whitworth to approve the FY 2023 agreement with the Hillsboro Area Ambulance Service. All in favor, motion carried. (For copy, see Resolution Book 20, pages 149-152.)
4. **Circuit Clerk Audit Extension Approval:** Circuit Clerk Robbins reported the State added a new fund, and all circuit clerks are trying to figure it out, which has caused them to fall behind on their audits. Motion by Ritchie and second by Young to approve extending the Circuit Clerk's audit deadline to November 30, 2023. All in favor, motion carried.
5. **Deer Creek Property Request Update:** Ritchie reported Country Bend Campground owners recently acquired many of the Deer Creek properties owned by Mission Bible Training Center, which will include the private roadways in and out of the area. He stated the campground owners would like to purchase the remaining properties to use as an extension of their business. Ritchie said because of this interest, the committee voted to deny conveying deeds to another interested party.
6. **Resolution to Convey Deed for Parcel ID #15-04-253-013 in South Litchfield Township to the City of Litchfield Approval:** Motion by Ritchie and second by Bergen to approve the Resolution to Convey Deed for Parcel ID #15-04-253-013 in South Litchfield Township to the City of Litchfield. All in favor, motion carried. (For copy, see Resolution Book 20, page 153.)
7. **Resolution to Convey Deed for Parcel ID #15-05-226-012 in South Litchfield Township to the City of Litchfield Approval:** Motion by Ritchie and second by Folkerts to approve the Resolution to Convey Deed for Parcel ID #15-05-226-012 in South Litchfield Township to the City of Litchfield. All in favor, motion carried. (For copy, see Resolution Book 20, page 154.)
8. **Resolution to Convey Deed for Parcel ID #10-32-458-012 in North Litchfield Township to the City of Litchfield Approval:** Motion by Ritchie and second by Beck to approve the Resolution to Convey Deed for Parcel ID #10-32-458-012 in North Litchfield Township to the City of Litchfield. All in favor, motion carried. (For copy, see Resolution Book 20, page 155.)
9. **Resolution to Convey Deed for Parcel ID #10-33-318-002 in North Litchfield Township to the City of Litchfield Approval:** Motion by Ritchie and second by Jones to approve the Resolution to Convey Deed for Parcel ID #10-33-318-002 in North Litchfield Township to the City of Litchfield. All in favor, motion carried. (For copy, see Resolution Book 20, page 156.)
10. **Approve Signing an Intergovernmental Agreement with the Coffeen Fire Protection District for Pagers for an amount not to exceed \$3,000 from ARPA funds Approval:** Motion by Ritchie and second by Young to approve signing the Intergovernmental Agreement with the Coffeen Fire Protection District for pagers in the amount not to exceed \$3,000. All in favor, motion carried. (For copy, see Resolution Book 20, page 157.)

11. **Ordinance 2023-36 Authorizing the Use of ARPA Funds to Purchase Pagers for the Coffeen Fire Protection District in the amount not to exceed \$3,000 Approval:** Motion by Ritchie and second by Young to approve the ordinance authorizing the use of ARPA funds to purchase pagers for the Coffeen Fire Protection District for an amount not to exceed \$3,000. All in favor, motion carried. (For copy, see Resolution Book 20, page 158).
12. **Approve Signing an Intergovernmental Agreement with the Nokomis Fire Protection District for Pagers in the amount not to exceed \$2,500 from ARPA funds Approval:** Motion by Ritchie and second by Folkerts to approve signing the Intergovernmental Agreement with the Nokomis Fire Protection District for pagers in the amount not to exceed \$2,500 from ARPA funds. All in favor, motion carried. (For copy, see Resolution Book 20, page 159).
13. **Ordinance 2023-37 Authorizing the Use of ARPA Funds to Purchase Pagers for the Nokomis Fire Protection District for an amount not to exceed \$2,500 Approval:** Motion by Ritchie and second by Ruppert to approve the ordinance authorizing the use of ARPA funds to purchase pagers for the Nokomis Fire Protection District for an amount not to exceed \$2,500. All in favor, motion carried. (For copy, see Resolution Book 20, page 160).
14. **Approve Signing an Intergovernmental Agreement with the Shoal Creek Fire Protection District for Pagers in the amount not to exceed \$3,000 from ARPA funds Approval:** Motion by Ritchie and second by Whitworth to approve signing the Intergovernmental Agreement with the Shoal Creek Fire Protection District for pagers for the amount not to exceed \$3,000 from ARPA funds. All in favor, motion carried. (For copy, see Resolution Book 20, page 161).
15. **Ordinance 2023-38 Authorizing the Use of ARPA Funds to Purchase Pagers for the Shoal Creek Fire Protection District for an amount not to exceed \$3,000 Approval:** Motion by Ritchie and second by Loucks to approve the ordinance authorizing the use of ARPA funds to purchase pagers for the Shoal Creek Fire Protection District for an amount not to exceed \$3,000. All in favor, motion carried. (For copy, see Resolution Book 20, page 162).
16. **Approve Signing a Contract with the Hillsboro Area Ambulance Services for Pagers for an amount not to exceed \$5,000 from ARPA funds Approval:** Motion by Ritchie and second by Murzynski to approve signing the contract with the Hillsboro Area Ambulance Service for pagers for an amount not to exceed \$5,000 from ARPA funds. All in favor, motion carried. (For copy, see Resolution Book 20, page 163).
17. **Ordinance 2023-39 Authorizing the Use of ARPA Funds to Purchase Pagers for the Hillsboro Area Ambulance Service for an amount not to exceed \$5,000 Approval:** Motion by Ritchie and second by Hughes to approve the ordinance authorizing the use of ARPA funds to purchase pagers for the Hillsboro Area Ambulance Service for an amount not to exceed \$5,000. All in favor, motion carried. (For copy, see Resolution Book 20, page 164).
18. **Courthouse Complex Renovation from Ameresco Approval:** Ritchie reported the revised total to renovate the Courthouse Complex is \$1,128,903. Of this total, \$856,000 was previously approved using ARPA money, but the project is first on the list of projects not yet approved, and there is money left. He said if approved, they should be able to complete the project by the fall of 2024. **Motion by Ritchie and second by**

Beason to approve the Courthouse Complex renovation project to be paid for with ARPA funds for an amount not to exceed \$1,128,903. 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, pages 165-166).

19. **Ordinance 2023-40 Authorizing the Use of ARPA Funds to Pay for Courthouse Complex Renovation Approval:** Motion by Ritchie and second by Hughes to approve the ordinance authorizing the use of ARPA funds to pay for the Courthouse Complex Renovation for an amount not to exceed \$1,128,903. 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 167).
20. **Allocation of Remaining ARPA Funds for FY 2024 Budget Update:** Ritchie reported the Coordinated Services office recently sent out certified letters to non-county ARPA requestors asking them if they are still in need of their original requested project funding; and if so, what amounts are needed. He said their responses are due by August 30<sup>th</sup>, 2023.
21. **Department Head/Board Member Meeting for Budget Update:** Ritchie reported he, Treasurer Lohman and representatives from Bellwether will be meeting with Department Heads on August 14<sup>th</sup> to discuss FY 2024 budgets. He stated one other member of the Finance committee and a non-Finance committee board member will also be invited to attend. He stated these are not open public meetings.
22. **FY 2024 Budget Update:** Ritchie stated there was nothing additional to report.
23. **University of Illinois Extension FY 2025 Budget and Levy Approval:** Ritchie reported University of Illinois Extension Interim Director Sarah Marten presented their budget to the committee. He said they are requesting their levy be increased to \$157,000, which is a 4.37 percent increase. He stated they have not increased their levy in about 11 years. **Motion by Ritchie and second by Beck to approve the Fiscal Year 2025 levy in the amount of \$157,000 from the University of Illinois Extension. All in favor, motion carried.**

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

1. **Section 15-00138-00-BR Red Ball Trail Bridge Update:** Murzynski said Highway Engineer Greenwood reported the installation of deck beams will probably be pushed back to next week.
2. **H.R. 3372 proposal in Congress to raise the federal weight limit of heavy trucks Update:** Murzynski reported a bill is being discussed in congress introducing a 10-year pilot program instituting a 91,000 pound weight limit for trucks. Greenwood stated there is a lot of opposition to this bill. He said individual states would have to sign on to participate in this program.
3. **Upcoming Road Use Agreements Update:** Murzynski reported they have a draft of a Road Use Agreement for the Anacott Solar project.



**APPROVAL OF THE COMMITTEE REPORTS & MINUTES: Motion by Ritchie and second by Young to approve the five committee reports and minutes. All in favor, motion carried.**

**ANNOUNCEMENTS:** Ruppert reported he just heard via text that members of the Sangamon County Board passed two items pertinent to CO2 sequestration at their meeting this evening. He said one action suspends issuing all permits related to the carbon sequestration project until December 31, 2023; and the second action is a resolution opposing carbon sequestration until specific concerns are addressed.

**SCHEDULE CHANGES:** None

**APPOINTMENTS: Motion by Beck and second by Jones to approve the appointment of Larry Meisner to the Harvel #2 Drainage District for a three-year term. All in favor, motion carried.**

**PAY BILLS AND PAYROLL: Motion by Beason and second by Murzynski 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: The next regular full board meeting will be on Tuesday, September 12<sup>th</sup>, 2023 at 5:30 p.m. in the County Board Room, Hillsboro, Illinois. Motion by Beck and second by Loucks to adjourn the Full Board Meeting. All in favor, motion carried.**

Meeting Adjourned at 6:35 p.m. Minutes respectfully recorded and submitted by Montgomery County Clerk and Recorder Sandy Leitheiser.