

Montgomery County Board
Long Agenda

For Tuesday, August 8th, 2023 – 5:30 PM

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

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

Roll call was taken - members present, 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:

Pledge of Allegiance to the flag was led by

Mileage and Per Diem Approval: Motion by _____ and second by _____ to approve the Mileage and Per Diem.

ROLL CALL VOTE Beason, Beck, Bergen, Donaldson, Folkerts, Hughes, Jones, Loucks, Murzynski, Ritchie, Ruppert, Sneed, Whitworth and Young **All in favor, motion carried.**

Approval of Minutes of Previous County Board Meeting:

Motion by _____ and second by _____ to approve the Minutes of the Previous Regular County Board Meeting held on Tuesday, July 11th, 2023. All in favor, motion carried.

CONSENT AGENDA:

1. **Animal Control Report** – Emily Gerl –
2. **Circuit Clerk’s Report** – Daniel Robbins – Report submitted.
3. **Coroner’s Report** – Randy Leetham – Report Submitted.
4. **County Clerk and Recorder’s Report** – Report submitted. Sandy Leitheiser was present for questions.
5. **Enterprise Zone Report** – Christine Daniels –
6. **Environmental Protection Agency Report** – Christine Daniels – Report submitted.
7. **Health & TB Department Report** – Hugh Satterlee – Report submitted.
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** – Bane Ulrici – Report submitted.
12. **Public Defender’s Report** – Erin Mattson –
13. **ROE – Monthly, Quarterly & Annual Reports** – Julie Wollerman – Report submitted.
14. **Sheriff’s Report** – Rick Robbins – Report submitted.
15. **SOA Report** – Kendra Niehaus – Report submitted.
16. **State’s Attorney Report** – Andrew Affrunti – Report submitted.
17. **Treasurer’s Report** – Nikki Lohman – Report submitted.
18. **V.A.C. Report** – Cassandra Hampton – Report submitted.

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

LIAISON REPORTS:

- **708 Board** -- Murzynski
- **CEFS Board** -- Beason
- **911 Board** -- Bergen
- **Health Department** -- Whitworth
- **IL Association of County Officials** -- Bergen
- **MCEDC** -- Hughes
- **Planning Commission** -- Ritchie
- **Senior Citizens Board** -- Folkerts
- **UCCI** -- Ruppert
- **U of I** -- Beck
- **WCDC** -- Jones

PUBLIC COMMENTS:

COMMITTEE REPORTS:

COORDINATING COMMITTEE: Given by Chairman Doug Donaldson

1. **Information Systems Report Update/Approval:** Nothing new to report.
2. **EMA Report and Hazard Mitigation Plan Update/Approval:** EMA Director Schott met with representatives from Heartland Greenway on July 31.
3. **West Central Development Council/Job Center Board/CEO Board Update/Approval:** A meeting was held July 20th. West Central is in need of two offices as the current space they occupy is more than they need.
4. **CO2 Sequestration Ad Hoc Committee Update/Approval:** The committee met July 18th, which was the day after some members of the county attended a meeting in Sangamon County regarding CO2 sequestration. The Sangamon County meeting contained people speaking in support of the project as well as against, with many speaking on the latter. The conversation in support of the project seemed to be mostly about the number of union jobs being brought to the area. The next CO2 ad hoc committee meeting is scheduled for August 22.
5. **Committee Member Assignments Update/Approval:** Patty Whitworth has a conflict with serving as a childcare provider for her family and needs to move off the Buildings and Grounds committee. She and Connie Beck, who serves on Roads and Bridges, have agreed to switch committees. Sneed and Murzynski were both made aware of the situation and did not have issues with it.

Motion by _____ and second by _____ to approve adding Patty Whitworth to the Roads and Bridges Committee and removing her from the Buildings and Grounds Committee. All in favor, motion carried.

Motion by _____ and second by _____ to approve adding Connie Beck to the Buildings and Grounds Committee and removing her from the Roads and Bridges Committee. All in favor, motion carried.

6. Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (if needed)
7. Other Business: None.

BUILDINGS & GROUNDS COMMITTEE REPORT: Given by Bob Sneed:

1. Maintenance and Cleaning Issues and Report Update/Approval: The Maintenance staff and Highway Department worked with Hillsboro City employees to prepare for and lay sod around the Historic Courthouse.
2. AC Units for County Buildings Update/Approval: The ac unit for the conference room/restroom area of the second floor of the Historic Courthouse had to be replaced. The committee will discuss plans to replace other older ac units around the courthouse complex.
3. Interior Door Project for County Clerk's Office Update/Approval: We are still waiting to get confirmation on the energy grant.
4. Old Highway Department Property Update/Approval:
 - Abate Red Building on Old Highway Department Property Update/Approval: 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 _____ 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/Approval: We are waiting for an approved purchase agreement from the State's Attorney's office for the old highway department property. Once that has been completed, we will advertise for bids.
5. Approve Payment to Kinney Contractors for Sidewalk Construction at Historic Courthouse Update/Approval:

Motion by Sneed and second by _____ to approving paying Kinney Contractors \$ _____ for the sidewalk construction project at the Historic Courthouse. All in favor, motion carried (POSSIBLE ROLL CALL VOTE)

6. Approve Contract with Ameresco for New Courthouse Renovation Update/Approval: The entire renovation project for the new Courthouse was initially estimated at \$1.4 million. After revising the plan, Circuit Clerk Robbins informed the committee that the updated cost will be \$1,128,903, and he is requesting that amount be paid for with ARPA money. \$856,000 has already been approved for the project, but it is the next one on the list of projects that were not approved and there is money available. The Board will approve the amounts during the Finance and Budget briefings.

Motion by Sneed and second by _____ to approve the contract with Ameresco for the New Courthouse renovation project for an amount not to exceed \$1,128,903. All in favor, motion carried. (ROLL CALL VOTE)

7. **Executive Session for Personnel/Litigation/Property Acquisition/County Property Update/Approval: (if needed)**
8. **Other Business:** None.

DEVELOPMENT & PERSONNEL COMMITTEE REPORT: Given by Mark Hughes:

1. **Public Comment:** Brad Janssen of Nokomis addressed the committee regarding the pool renovation project in Nokomis and they are looking for help with funding. It was built in the early 1960's and has many leaks. They have been fund raising for the project. Mark Hughes responded that he talked with grant writer Dan Rogers and we are done with the energy grant.
2. **Employee Health Insurance and Monthly HRA Report Update/Approval:** Amanda Mast gave her report and presented updated employee health insurance plans with and without an HRA. Fifty percent of the claims were discounted by United Health Care and so far they have paid out \$540,000 in claims and \$457 was received in premiums.
3. **Animal Control Facility Update/Approval:** Treasurer Lohman reported there is not enough money left in the Vanek estate to cover the animal control shortfall for next year. Lohman said there is \$176,000 budgeted to transfer this year and \$80,000 will be left in the Vanek Estate for FY 2024. Lohman reported she hasn't transferred the County's \$7,500 yet to animal control. Gerl reported there are 30 animals down there now, her assistant is leaving and she is terminating an employee next week. Gerl stated that Veterinary costs are up and emergency situation are 10 times the price. Affrunti suggested determining the cost per day to run the shelter. Gerl was asked how long animals are at the facility and she responded she has a couple of dogs there about a year and it is a horrible life. Gerl said she is going to a euthanasia class in a couple of weeks which could save on vet fees. Jones asked if they give other shots to the animals and Gerl responded we do give everything but rabies shots. The Vet has to do those by law. Beason said we shouldn't pay through the nose to keep dogs there no one wants and the committee discussed different time limits. Hughes stated this is a discussion for another time. The committee then discussed where to cut expenses for the \$113,000 deficit projected for next year. They talked about cutting the Veterinary expense line item and taking the deficit half out of coal money and half out of the Vanek estate. Gerl said she can do a new assessment for what the county should charge.
4. **Animal Control Municipal Contracts Update/Approval:** No new contracts were received. Leitheiser asked Gerl again for a copy of the signed contract with the Village of Butler.
5. **MCEDC Update/Approval:** Hughes reported they didn't have a meeting. Sara McConnell and Katie Wilson will be conducting interviews for the three applicants that applied for the MCEDC Director Position. They hope to have the position filled by Friday.
6. **Nextlink Broadband Internet Update/Approval:** Donaldson reported the he, Clerk Leitheiser and Coordinator Daniels had a phone conference with Nextlink and they assured us they are still very much interested in working with Montgomery County for rural broad band. The employee that we

were working with is no longer with the company but Nextlink is still committed to working with us. Nextlink now has an office in Morrisonville to begin hiring employees.

7. Vistra Energy – Coffeen Solar Project Permit Application Update/Approval:

- **Recommend Approving Independent Engineering Contract for Coffeen Solar Project Permit Application Update/Approval:** Donaldson reported we received a solar application from VISTRA Energy for the former Coffeen power plant. We received a proposal from Hurst-Rosche Engineers to conduct the review of the application in the amount of \$2,500.

Motion by Hughes and second by _____ to recommend the approval of the proposal from Hurst-Rosche Engineers to perform the review in the amount of \$2,500. All in favor, motion carried.

Daniels reported they want a timeline for the public hearing and we are tentatively setting it for the next Coordinating Committee meeting on August 31st, at 8:15 am.

8. Revisions to Personnel Manual Update/Approval:

- **Illinois Law for Additional Time Off Update/Approval:** Treasurer Lohman reported on some information she received from the ICRMT Attorney regarding the need to look at the “Paid Leave for All Workers Act” signed into law and takes effect January 1st, 2024. This provides employees with up to 40 hours of paid leave during a 12-month period to be used for any reason. States Attorney Affrunti stated that this does not apply to Montgomery County because we offer paid time off. The legislation for this issue will need to be researched further. Affrunti said the board needs to pass a resolution to adopt the Employee manual.

- 9. Illinois DCEO Community Development Block Grant Update/Approval:** City of Litchfield Economic Director Tonya Flannery addressed the committee regarding a new DCEO Community Development Block Grant being offered called the “Illinois Coronavirus Business Resiliency Grant that will provide up to \$20,000 to businesses that have not received any Covid assistance. There is no cap on the number of businesses that apply. This money can be used for businesses that had to purchase plexi glass, tent rental, automatic doors etc. during Covid. Flannery further explained that only one application is allowed per County and she asked if the County was interested in applying for the DCEO grant. One of the stipulations is that the application would have applied for a CDBG grant in the past six years and the County has not. Litchfield has met that requirement and Flannery would have to have permission from her City council to apply for other businesses in Montgomery County other than Litchfield. Flannery plans to apply for Litchfield businesses regardless. Flannery stated the grant does allow for administrative fees to be reimbursed.

- 10. Panhandle Picklers Pickleball Courts Update/Approval:** Mark Hughes stated the timeframe for any additional funding opportunities has expired.

- 11. Scheduling of Union Negotiation Meetings with Local 773 (Correctional Officers and Telecommunicators) Update/Approval:** Sheriff Robbins stated he spoke to Union Local 773 to plan negotiations for upcoming Personnel meetings.

- 12. Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (if needed)**

13. **Other Business:** Sheriff Robbins reported he had researched FMLA guidelines in the previous employee handbook. The previous handbook had where the department head would start the timeline for an employees' FMLA after they were off for three consecutive days. Somehow that was taken out of the manual and he feels it needs to be put back in. Robbins also reported one Telecommunicator is retiring and he is short two corrections officers due to a resignation. A new deputy was hired and needs trained.

FINANCE & BUDGET COMMITTEE REPORT: Given by Andy Ritchie:

1. **SOA Report Update/Approval:** Supervisor of Assessments Niehaus will be implementing a policy requiring the recording of leases in order to qualify for homestead exemptions. The committee previously discussed the passing of an ordinance, but State Statute gives Niehaus the authority to implement a policy requiring the recording of such documents.
2. **Capital Improvement Fund Reports Update/Approval:** Treasurer Lohman presented the capital improvement report to the committee. In it, she noted that in addition to coal royalties, the county is building its reserve through investments.
3. **FY 2023 Agreement with Hillsboro Area Ambulance Service Update/Approval:**

Motion by Ritchie and second by _____ to approve the FY 2023 agreement with the Hillsboro Area Ambulance Service. All in favor, motion carried.

4. **Circuit Clerk Audit Extension Update/Approval:**

Motion by Ritchie and second by _____ to approve extending the Circuit Clerk's audit deadline to November 30, 2023. All in favor, motion carried.

5. **Deer Creek Property Request Update/Approval:** On Friday, August 4th, Country Bend Campground closed on many of the deer creek properties owned by Mission Bible Training Center, which will include the private roadways in and out of the area. The campground is working on purchasing the remaining properties to use as an extension of their business. Because of this, the committee voted to deny conveying deeds to another party interested in parcels in the area.

6. **Resolution to Convey Deed for Parcel ID #15-04-253-013 in South Litchfield Township to the City of Litchfield Update/Approval:**

Motion by Ritchie and second by _____ 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.

7. **Resolution to Convey Deed for Parcel ID #15-05-226-012 in South Litchfield Township to the City of Litchfield Update/Approval:**

Motion by Ritchie and second by _____ 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.

8. **Resolution to Convey Deed for Parcel ID #10-32-458-012 in North Litchfield Township to the City of Litchfield Update/Approval:**

Motion by Ritchie and second by _____ 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.

9. Resolution to Convey Deed for Parcel ID #10-33-318-002 in North Litchfield Township to the City of Litchfield Update/Approval:

Motion by Ritchie and second by _____ 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.

10. Approve Signing an Intergovernmental Agreement with the Coffeen Fire Protection District for Pagers in the amount not to exceed \$3,000 from ARPA funds Update/Approval:

Motion by Ritchie and second by _____ 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.

11. Ordinance Authorizing the Use of ARPA Funds to Purchase Pagers for the Coffeen Fire Protection District in the amount not to exceed \$3,000 Update/Approval:

Motion by Ritchie and second by _____ to approve the ordinance authorizing the use of ARPA funds to purchase pagers for the Coffeen Fire Protection District in the amount not to exceed \$3,000. All in favor, motion carried.

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 Update/Approval:

Motion by Ritchie and second by _____ 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.

13. Ordinance Authorizing the Use of ARPA Funds to Purchase Pagers for the Nokomis Fire Protection District in an amount not to exceed \$2,500 Update/Approval:

Motion by Ritchie and second by _____ to approve the ordinance authorizing the use of ARPA funds to purchase pagers for the Nokomis Fire Protection District in an amount not to exceed \$2,500. All in favor, motion carried.

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 Update/Approval:

Motion by Ritchie and second by _____ to approve signing the Intergovernmental Agreement with the Shoal Creek Fire Protection District for pagers in the amount not to exceed \$3,000 from ARPA funds. All in favor, motion carried.

15. Ordinance Authorizing the Use of ARPA Funds to Purchase Pagers for the Shoal Creek Fire Protection District in an amount not to exceed \$3,000 Update/Approval:

Motion by Ritchie and second by _____ to approve the ordinance authorizing the use of ARPA funds to purchase pagers for the Shoal Creek Fire Protection District in an amount not to exceed \$3,000. All in favor, motion carried.

16. Approve Signing a Contract with the Hillsboro Area Ambulance Services for Pagers in the amount not to exceed \$5,000 from ARPA funds Update/Approval:

Motion by Ritchie and second by _____ to approve signing the contract with the Hillsboro Area Ambulance Service for pagers in the amount not to exceed \$5,000 from ARPA funds. All in favor, motion carried.

17. Ordinance Authorizing the Use of ARPA Funds to Purchase Pagers for the Hillsboro Area Ambulance Service in an amount not to exceed \$5,000 Update/Approval:

Motion by Ritchie and second by _____ to approve the ordinance authorizing the use of ARPA funds to purchase pagers for the Hillsboro Area Ambulance Service in an amount not to exceed \$5,000. All in favor, motion carried.

18. New Courthouse Renovation from Ameresco Update/Approval: The revised total to renovate the new courthouse is \$1,128,903. Of that, \$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. If approved, they should be able to complete the project by the fall of 2024.

Motion by Ritchie and second by _____ to approve the new courthouse renovation project to be paid for with ARPA funds for an amount not to exceed \$1,128,903. All in favor, motion carried. (ROLL CALL VOTE)

19. Ordinance Authorizing the Use of ARPA Funds to Pay for New Courthouse Renovation Update/Approval:

Motion by Ritchie and second by _____ to approve the ordinance authorizing the use of ARPA funds to pay for the New Courthouse Renovation for an amount not to exceed \$1,128,903. All in favor, motion carried. (ROLL CALL VOTE)

20. Allocation of Remaining ARPA Funds for FY 2024 Budget Update/Approval: The Coordinated Services office has sent out certified letters asking if non-county ARPA recipients are still in need of their original requested projects and amounts.

21. Department Head/Board Member Meeting for Budget Update/Approval: Ritchie, Lohman and representatives from Bellwether will be meeting with department heads on August 14th to discuss FY 2024 budgets. One other member of the finance committee and a non-finance board member will also be invited to attend. These are not open public meetings.

22. FY 2024 Budget Update/Approval: Nothing new to report.

23. University of Illinois Extension FY 2025 Budget and Levy Update/Approval: University of Illinois Extension Interim Director Sarah Martin presented their budget to the committee. They are

requesting their levy be increased to \$157,000, which is a 4.37 percent increase. They have not increased their levy in about 11 years.

Motion by Ritchie and second by _____ to approve the Fiscal Year 2025 levy from the University of Illinois Extension. All in favor, motion carried.

24. Animal Control Budget Update/Approval:

25. Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (if needed)

26. Other Business: None.

ROADS & BRIDGES COMMITTEE REPORT: Given by Ethan Murzynski:

1. Section 15-00138-00-BR Red Ball Trail Bridge Update/Approval: They are currently working on grading, and they have started laying rip rap. They are tentatively scheduled to pre cast deck beams on August 9th.

2. H.R. 3372 proposal in Congress to raise the federal weight limit of heavy trucks Update/Approval: A bill is being discussed in congress that would introduce a 10-year pilot program instituting a 91,000 pound weight limit for trucks. This would be an increase of 14 percent. Highway Engineer Cody Greenwood informed the committee that the county roads are still not up to the current 80,000 pound limit yet. The Coalition Against Bigger Trucks (CABT) is the leading opposition group to this legislation. The National Association of County Engineers and the Sheriff's Association are also backing the opposition.

3. Upcoming Road Use Agreements Update/Approval: The committee will continue to discuss road use agreements. Projects the County is currently facing that would require agreements include the Heartland Greenway Carbon Sequestration, UKA Energy Wind Farm, Vistra solar farm, Solar Provider Group solar farm and the Frontier Community Solar projects.

4. Other Business: None.

APPROVAL OF THE COMMITTEE REPORTS & MINUTES:

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

ANNOUNCEMENTS:

SCHEDULE CHANGES:

APPOINTMENTS:

Motion by _____ and second by _____ 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 _____ and second by _____ to pay all approved bills and Payroll. All in favor, motion carried. (ROLL CALL VOTE)

ADJOURN:

The next regular full board meeting will be on Tuesday, September 12th, 2023 at 5:30 p.m. in the County Board Room, Hillsboro, Illinois.

Motion by _____ and second by _____ to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting Adjourned at _____pm. Minutes respectfully recorded and submitted by Montgomery County Clerk and Recorder Sandy Leitheiser.