

PIKE COUNTY BOARD MEETING MINUTES

OCTOBER 23, 2017

The regular monthly meeting of the Pike County Board was held on October 23, 2017 at 7:00 PM. Nazarene Church Associate Pastor, Greg McClain gave the invocation and Chairman Andy Borrowman led the Pledge of Allegiance. Chairman Andy Borrowman asked County Clerk, Donnie Apps, to call the roll. Those answering the roll call were Andy Borrowman, Fred Bradshaw, Amy Gates, Bryce Gleckler, Rodger Hannel, Carrie Martin, Patrice Mills, Derek Ross, and Jim Sheppard.

APPROVAL OF MINUTES OF SEPTEMBER 25, 2017 PIKE COUNTY BOARD MEETING

Fred Bradshaw made a motion to approve September 25, 2017 Pike County Board minutes as presented. Carrie Martin seconded the motion. Voice vote was 8-0 to approve the minutes as presented.

APPROVAL OF BUDGET MINUTES OF OCTOBER 4, 2017

Carrie Martin made a motion to approve October 4, 2017 Pike County Board Budget Meeting minutes as presented. Rodger Hannel seconded the motion. Voice vote was 8-0 to approve the minutes as presented.

APPROVAL OF BUDGET MINUTES OF OCTOBER 11, 2017

Rodger Hannel made a motion to approve October 11, 2017 Pike County Board Budget Meeting minutes as presented. Amy Gates seconded the motion. Voice vote was 8-0 to approve the minutes as presented.

REAPPOINTMENT OF ROGER BROKAW TO THE RURAL PITTSFIELD FIRE PROTECTION DISTRICT FOR A 3 YEAR TERM ENDING THE 1ST MONDAY OF MAY 2020

Carrie Martin made a motion to reappoint Roger Brokaw to the Rural Pittsfield Fire Protection District for a 3year term ending the 1st Monday of May 2020. Fred Bradshaw seconded the motion. Voice vote was 8-0 to approve the minutes as presented.

UPDATE FROM HICKORY RIDGE LANDFILL, INC.

- a) Introduction of new facility manager – Allen Barkman
- b) Update on IEPA development permit application
- c) Update of USACOE wetland permit application
- d) Update of compliance activities
- e) Update on inaugural spring and fall cleanup project

- f) Update on Higbee school cleanup project**
- g) Recommendation concerning investment strategy for the perpetual care fund**

Chris Coulter of Hickory Ridge Landfill was present to give an update on several items.

a) Chris introduced Allen Barkman as the new landfill facility manager.

b) Mr. Coulter noted that the IEPA permit application has been filed as of June 9th and final action is scheduled for December. Mr. Coulter noted that they would not receive their permit at that time and will probably be a 2 year process.

c) The landfill has filed wetland permit application with the Army Corp of Engineers and everything is in agreement at this time.

d) The landfill has been doing test samples and they are in full compliance with the EPA.

e) He reported on the spring and fall cleanup days. Everything went well.

f) Mr. Coulter noted that the Higbee school cleanup is done and the landfill took 2100 tons at no charge.

g) It was noted that the Perpetual Care Fund was currently in Money Markets, but that they would like to change that to CDs. They will contact the county for final approval. States Attorney Zack Boren noted that CNB Bank and the Hickory Ridge Landfill will send him a more detailed recommendation that he will present to the board.

COMMITTEE REPORTS

Finance Committee

Finance Committee

The finance committee of the Pike County Board met at 5:00PM on October 11, 2017 in the conference room of the Pike County Government building. Members present were Amy Gates, Rodger Hannel, Jim Sheppard and County Board Chairman Andy Borrowman. Also present was Treasurer Scott Syrcle.

Routine bills in the amount of \$74,940.43 were approved for payment.

We discussed the possibility of putting the county's auditing out for bid. There was a discussion on how many firms in the area do governmental audits and Scott Syrcle was asked to make some inquiries of surrounding counties to get more information. Scott also informed the committee that he would start working on the bids for loans for next fiscal year.

The second tax distribution will be made by the 13th.

We also looked at the kinds of reports that are available through the CIC program and asked that we could receive budget reports on a monthly basis.

Rodger Hannel made a motion to pay the bills. Amy Gates seconded. Motion carried.

Amy Gates made a motion to adjourn and Rodger Hannel seconded. Motion carried.

Meeting adjourned at 6:05PM

Amy Gates made a motion to approve the Finance Committee report as presented. Carrie Martin seconded the motion. Voice vote was 8-0 to approve the finance committee report as presented.

Building & Grounds

Building and Grounds Committee Meeting-- 10-18-2017

The Building and Grounds Committee met at 3:30 pm on Wednesday, 10-18-2017, at the Pike County Government Building. Those present were Rodger Hannel, Derek Ross, Jane Johnson, Zack Boren and Donnie Apps. Absent were Carrie Martin, Andy Borrowman, Darwin Feenstra and Sheriff Paul Petty.

Jane Johnson from the Health Department presented a list of websites of firms who might be interested in putting in a bid to perform the ground penetrating radar work on the land east of the Pike Co. Government Building. After some discussion Derek made a motion and Rodger Hannel seconded the motion to seek cost estimate bids to do the ground penetrating radar work.

[Later, after the meeting, Jane Johnson e-mailed Derek and Rodger that Max Middendorf estimated the bids may come in between \$5,000 to \$10,000. Rodger contacted Sheriff Petty to see if he can coordinate the bid process—hopefully with a much lower cost estimate. He said he would do some property research on this area to do only a spot area where plantings, etc. may be located.]

[Sheriff Petty also informed Rodger that the courthouse gutter project has been on-going this week, as two sides have been painted and one primed.]

[In addition, Sheriff Petty stated that the courthouse restrooms will be open for the Fall Color Drive this weekend. Thanks to Sheriff Petty for making this happen.]

The bills for the month of \$9,429.19 were approved by a motion by Derek Ross and a second by Rodger Hannel. Motion passed.

Zack Boren was present to see if the B&G Committee wanted to bid out the service contract we currently have with Aramark. The current contract with Aramark runs until 1-30-18. Cintas wants to bid on this service that covers uniforms for Darwin and cleaning products such as dust mops and floor mats, etc. Termination of the contract needs a 60-day notice to Aramark. This was last discussed in 2015. Rodger will get more information on this from Darwin and Mike Boren, and discuss this as an agenda item at the November 15th meeting. This meeting will begin at 3:30 pm.

Derek made a motion to close the meeting, and a second was made by Rodger at 4:10 pm. Motion passed.

Carrie Martin made a motion to approve the Building and Grounds Committee report. Patrice Mills seconded the motion. Voice vote was 8-0 to approve the Building and Grounds committee report, motion carried.

Highway Committee

**Road and Bridge Committee
Meeting Minutes
October 16, 2017 at 6:00 p.m.**

The Road & Bridge Committee met Monday, October 16, 2017 at 6:00 p.m. at the County Highway Department. The meeting was called to order at 6:10 p.m.

ROLL Call:

Present Bryce Gleckler, Fred Bradshaw, Rodger Hannel,
and Andy Borrowman

Absent:

Others present: Chris Johnson, County Engineer

PUBLIC COMMENT: None.

PAYMENT OF CLAIMS: A motion was made by Fred Bradshaw, seconded by Rodger Hannel to pay claims per claim reports dated October 16, 2017. Motion carried.

HALF AID TO BRIDGE: None.

NEW BUSINESS: The County Engineer will be meeting with the City of Griggsville officials and their engineer to discuss work on County Highway 2 near the City limits.

OLD BUSINESS:

BOOM MOWER - The County Engineer advised the Road & Bridge Committee that he is continuing to look into replacing the current boom mower.

WHITE BRIDGE: The County Engineer advised the committee that the environmental permitting is almost complete and he will be working on getting temporary easements.

ADJOURNMENT: A motion was made by Fred Bradshaw, seconded by Rodger Hannel, to adjourn meeting at 6:48 p.m. Motion carried.

Chris Johnson,
County Engineer

Fred Bradshaw made a motion to approve the Highway Committee reports as presented. Patrice Mills seconded the motion. Voice vote was 8-0 to approve the report as presented.

Public Safety

Pike County Public Safety Committee

10/17/2017

The Pike County Public Safety Committee met on Oct. 17, 2017 at the Ambulance HQ at 7pm. Those present include Pike County Board Chairman Andy Borrowman, Derek Ross, Carrie Marin, Bryce Gleckler, Ambulance Administrator Josh Martin, Jane Johnson, Chelsea Hayden, Robert Jones and Kyle Moore.

Bills for the month totaled \$93,748.53. Income for the month totaled; \$127,202.07. A motion to pay the bills was made by Glecker and seconded by Ross. The motion passed.

Jane Johnson of the Pike County Health Department shared a document containing the proposed changes to the county Food Sanitation Program Ordinance that were discussed in the September committee meeting. On a motion by Gleckler and a second by Ross, this committee recommends that the Pike County Board adopt the changes to the Resolution Enacting A Pike County Food Sanitation Program Ordinance and include all enforcement procedures in the ordinance so that the Board of Health may enforce any violations via the Pike Code Hearing Unit.

Josh Martin reported that he hopes to have the Ambulance department fully staffed by the November Public Safety meeting. Doing so should reduce the amount of overtime dollars.

The new ambulance is almost road ready. Martin is waiting on IDPH approval of submitted paperwork to schedule all necessary inspections.

The department is beginning the transition from billing company Intermedex to ESSO. However, the Tuffbooks currently being used by staff are the property of Intermedex. Some sort of replacement is necessary. Martin is talking with ESO regarding recommendations. Borrowman suggested speaking with Sandy Schact or Sherriff Petty for vendor connections previously utilized for such purchases. Contract agreements with ESO were also presented and are being sent to SA Boren for review.

Dakota Pipeline donation should arrive by the end of the week. There will be a presentation ceremony November 2nd at 2 pm in Mt. Sterling. Martin stated he plans to use the funds for a mobile command unit for police, fire and EMS.

There being no further business, a motion to adjourn was made by Ross and seconded by Gleckler. The motion passed.

The meeting adjourned at 8:16 pm.

Rodger Hannel made a motion to approve the Public Safety Committee minutes with the food ordinance excepted out until next month. Fred Bradshaw seconded the motion. Voice vote was 8-0 to approve, motion carried.

Jane Johnson of the Pike County Health Department discussed some of the proposed changes to the Pike County Food Ordinance. Most of these were required by the State of Illinois. The Health Department hopes to start the new ordinance by January, 2018.

Insurance Committee

Insurance Committee

The Insurance Committee of the Pike County board met at 5:00PM on Tuesday October 3, 2017 in the conference room of the Pike County Government Building. Members present were Derek Ross and Jim Sheppard. Also present were Donnie Apps, Becky Irwin, Paula Dean, Sandy Schacht, Jim Filbert, Eric Snedeker, and Jason Boothe.

The committee reviewed the property casualty and workers compensation renewal from Illinois Counties Risk Management Trust. The property casualty renewal is \$184,762 and the workers compensation renewal is \$149,876. This represents a 1.8% increase over last year's renewal rates. This figure will actually drop since ICRMT is now offering their own cyber policy and we would no longer have to purchase a standalone policy.

The committee next reviewed the renewal for the county's group health insurance policy. The Hope 2500 plan which is what the majority of our employees are on increased by 15%. The rate for the Hope 2500HSA increased by 4.7% and the HRP by 3%. A great deal of questions and answers followed with one legal question being referred to the States Attorney.

Meeting Adjourned at 6:51PM

Carrie Martin made a motion to approve the Insurance Committee report as presented. Patrice Mills seconded the motion. Voice vote was 8-0 to approve, motion carried.

The Health Insurance was discussed in some length. The 15% increase was not considered out of line but some felt that we should be bidding this out. There was some discussion of several situations and possible options that could be done. The main thing is to make sure that we are comparing apples to apples. Insurance Chairman Sheppard noted that they will have a meeting of the Insurance committee in the next couple of weeks to make a recommendation to the full board about the liability, workers comp, and health insurances. They asked County Clerk Apps to post an Insurance Committee meeting for Thursday, November 2, 2017 at 5:00 pm in the conference room of the Pike County Government Building.

GIS/IT

GIS Committee

The GIS committee of the Pike County board met on Tuesday October 10, 2017 at the Emergency Operations Center in the Pike County Jail. Those present were; Amy Gates, Derek Ross, Jim Sheppard, Andy Borrowman, Sandy Schacht, David Skinner, and Doug White.

We again discussed the Wi-Fi in the courthouse. David Skinner presented a quote that gave us a basic idea of what it would cost but some decisions would have to be made before we could proceed.

Routine bills in the amount of \$2647.89 were approved for payment. Amy Gates made a motion to pay the bills and Derek Ross seconded, motion carried.

The question was brought up about employee access to our CIC program to view paystubs and possibly print W-2. Jim Sheppard stated that he would talk to Ann Moffitt and find out. Sandy Schacht also talked about document retention and a situation in the Probation office concerning equipment.

We then worked on the GIS budget and will present it at a budget hearing.

Derek Ross made a motion to adjourn and Amy Gates seconded, motion carried.

Meeting adjourned at 7:33PM

Amy Gates made a motion to approve the GIS/IT Committee report as presented. Fred Bradshaw seconded the motion. Voice vote was 8-0 to approve, motion carried.

County Administrator Feasibility

County Administrator Feasibility Committee

The county administrator feasibility committee of the Pike County board met on Tuesday, September 26, 2017, at the city hall in Barry, Illinois. Those present were, Amy Gates, Carrie Martin, Bryce Gleckler, and Derek Ross. Guests in attendance included: Doug White and Sandy Schacht. The meeting was called to order at 7:00 PM.

The group discussed different financial reports that could help with identifying funding for a county administrator position. The budget status by fund report seemed to provide the most helpful information.

After much discussion, a motion was made by Carrie, and seconded by Derek, to recommend that the county board hire a full-time county administrator based on the qualifications listed in the July 25, 2017, committee meeting minutes (and listed below) at a salary of \$48,000 per year and an additional 2% of any grant dollars received by the county due to the efforts of the county administrator, when the grant allowed funds to be used in that way. Carrie, Derek, and Amy voted in favor of the motion. Bryce abstained.

A motion was made by Derek, and seconded by Carrie, to recommend that the county board continue this committee to provide oversight to the county administrator when someone is hired. The motion carried unanimously.

Derek made a motion to adjourn, seconded by Bryce, and the motion carried.

The meeting adjourned at 9:06 PM.

Qualifications listed in the July 25, 2017, committee meeting minutes:

- Ability to negotiate business contracts and management of the services negotiated in those contracts;
- A background in human resources with the ability to manage personnel files;
- Management of the procurement process;
- Grant writing and grant research;
- Maintenance management;
- Insurance and IMRF liaison;
- A background in information technology with the ability to manage problems that arise;
- Supervision of board appointed personnel, a point of contact between the board and these personnel;
- Budget preparation and implementation;
- Provide recommendations for long-term improvement plans and purchases;
- Provide asset management and conduct a physical inventory of the county assets;
- Carry out the directives of the board to ensure completion;
- Possess verbal and written communication skills;
- Be a point of contact for FOIA requests;
- Be a liaison to the press, especially in times of emergency;
- Will have some college and adequate professional experience;
- Tact;
- Would not be involved in the management of offices of elected officials; and
- Preference will be given to county residents.

Carrie Martin made a motion to approve the County Administrator Feasibility Committee report as presented. Fred Bradshaw seconded the motion. Voice vote was 8-0 to approve, motion carried.

There was some positive discussion about the pros and cons of having a County Administrator. After this discussion it was determined to table this project until August of next year, due to currently having a deficit budget.

Amy Gates made a motion to table the discussion about hiring a County Administrator until August 2018. Carrie Martin seconded the motion. Voice vote was 8-0 to approve, motion carried.

Economic & Community Development

Pike County Economic Development
Oct 4, 2017

The Pike County Economic Development Committee met at 6:30 pm on Oct. 4th at the Pike County Courthouse. Members present included Board Chair Andy Borrowman, Amy Gates, Carrie Martin and PCED Director Brenda Middendorf. Patrice Mills was absent.

Middendorf presented a recommendation to fund the following project from the Pike County Accommodations Tax Advisory Board. The applicant, Pike County Little League, presented the following request:

The plans are to place a top-quality turf surface on our infield allowing us increased playing time for all youth and use on weekends. It decreases preparation time to almost zero and allows teams to increase practice and play time. In addition, they will be covering our bleachers with a roof constructed locally, to protect fans from flying balls and the sun. They will replace the backstop that is over 40 years old, with up to date softer netting, allowing fans better visibility to watch the games.

Total project: 175,000

Grant amount requested: \$10,000

On a motion by Gates and a second by Martin, the committee approved the recommendation of the Accommodations Tax advisory board.

Middendorf shared a list of hoteliers in the County. Of the approximate 95 lodging establishments in Pike, there are currently 12 paying taxes to the fund.

There being no further business, the meeting adjourned at 6:50 pm on a motion by Gates and a second by Martin.

It was noted that of the 95 establishments in Pike County, there are currently only 12 are paying taxes to the fund. The board discussed some possible solutions. Brenda Middendorf noted that there is a sunset clause on this ordinance in April 2018, noting that enforcement procedures could be addressed then.

Amy Gates made a motion to approve the Economic & Community Development Committee report as presented. Patrice Mills seconded the motion. Voice vote was 7-1 to approve, motion carried. Jim Sheppard voting no.

NEW BUSINESS

None

OLD BUSINESS

None

CHAIRMAN'S REMARKS

None

SUMMARY OF EXPENSES FOR THE MONTH/MILEAGE & PER DIEM REPORT OCTOBER, 2017

BILL BOARD REPORT

STATE OF ILLINOIS
COUNTY OF PIKE

PIKE COUNTY BOARD
SEPTEMBER BILLS PAID IN OCTOBER

MR. CHAIRMAN AND MEMBERS OF THE BOARD:

THE FINANCE COMMITTEE, PUBLIC SAFETY COMMITTEE AND THE BUILDING AND GROUNDS COMMITTEE WOULD RESPECTFULLY SUBMIT THE FOLLOWING EXPENSE AND TOTALS THAT THE COUNTY CLERK HAS BEEN DIRECTED TO ISSUE CHECKS FOR THE SAME.

BUILDING AND GROUNDS COMMITTEE	\$9,429.19
PUBLIC SAFETY COMMITTEE	\$26,506.73
FINANCE COMMITTEE	\$74,940.43
CORONER	\$150.00
SHERIFF	\$25,051.57
REGIONAL SUPERINTENDENT OF SCHOOLS	\$0.00
COURTS	\$4,755.00
PROBATION	\$0.00
COUNTY BOARD	\$0.00
COUNTY CLERK	\$23,614.06
CIRCUIT CLERK	\$83.27
STATES ATTORNEY	\$1,296.00
STATE VITAL RECORDS	\$8.00
TREASURER	\$73.80
ZONING	\$489.11
ESDA	\$2,537.61
SUPERVISOR OF ASSESSMENTS	\$625.44
CODE HEARING	\$782.77
ANIMAL CONTROL	\$968.63
PUBLIC DEFENDER	\$246.58
RABIES	\$2,725.95
LAW LIBRARY FUND	\$759.23
COUNTY CLERK DOCUMENT STORAGE FUND	\$226.00
COURT SYSTEM FUND	\$1,260.67
CIRCUIT CLERK AUTOMATION FUND	\$377.54

JUDICIAL SECURITY		\$0.00
GIS		\$2,647.89
COUNTY TREASURER AUTOMATION FUND		\$6,030.00
CIRCUIT CLERK DOCUMENT STORAGE FUND		\$231.31
RECORDERS SPECIAL FUND		\$0.00
	(NON COMPUTER ACCT)	
STATES ATTORNEY AUTOMATION FUND		\$0.00
	(NON COMPUTER ACCT)	
OPERATIONS & ADMIN FUND		\$0.00
GRAND TOTAL		\$110,876.35

**Pike County Board Mileage & Per Diem
10/23/2017**

**Board Meeting
23-Oct-17**

Andy Borrowman	1	\$	61.24
Fred Bradshaw	1	\$	67.12
Amy Gates	1	\$	71.40
Bryce Gleckler	1	\$	59.63
Rodger Hannel	1	\$	71.40
Carrie Martin	1	\$	62.84
Patrice Mills	1	\$	66.05
Derek Ross	1	\$	66.05
Jim Sheppard	1	\$	58.56
Total		\$	584.29

**Finance
11-Oct-17**

Andy Borrowman	1	\$	61.24
Jim Sheppard	1	\$	58.56
Rodger Hannel	1	\$	71.40
Amy Gates	1	\$	71.40
Total		\$	262.60

**Highway
16-Oct-17**

Andy Borrowman	1	\$	61.24
Bryce Gleckler	1	\$	59.63
Rodger Hannel	1	\$	71.40
Fred Bradshaw	1	\$	67.12
Total		\$	259.39

Public Safety

17-Oct-17

Andy Borrowman	1	\$	61.24
Carrie Martin	1	\$	62.84
Bryce Gleckler	1	\$	59.63
Derek Ross	1	\$	66.05
Total		\$	249.76

GIS

10-Oct-17

Andy Borrowman	1	\$	61.24
Jim Sheppard	1	\$	58.56
Amy Gates	1	\$	71.40
Derek Ross	0	\$	-
Total		\$	191.20

Building and Grounds

18-Oct-17

Andy Borrowman	0	\$	-
Roger Hannel	1	\$	71.40
Derek Ross	1	\$	66.05
Carrie Martin	0	\$	-
Total		\$	137.45

County Admin Feasibility

26-Sep-17

Amy Gates	1	\$	55.35
Bryce Gleckler	1	\$	59.63
Carrie Martin	1	\$	62.84
Derek Ross	1	\$	50.00
Total		\$	227.82

Budget Meeting

4-Oct-17

Andy Borrowman	P	\$	11.24
Fred Bradshaw	1	\$	67.12

Amy Gates	P	\$	21.40
Bryce Gleckler	1	\$	59.63
Rodger Hannel	1	\$	71.40
Carrie Martin	P	\$	12.84
Patrice Mills	0	\$	-
Derek Ross	0	\$	-
Jim Sheppard	1	\$	58.56
Total		\$	302.19

**Budget Meeting
11-Oct-17**

Andy Borrowman	1	\$	61.24
Fred Bradshaw	1	\$	67.12
Amy Gates	1	\$	71.40
Bryce Gleckler	1	\$	59.63
Rodger Hannel	1	\$	71.40
Carrie Martin	1	\$	62.84
Patrice Mills	0	\$	-
Derek Ross	1	\$	66.05
Jim Sheppard	1	\$	58.56
Total		\$	518.24

**Insurance Committee
3-Oct-17**

Jim Sheppard	1	\$	58.56
Derek Ross	1	\$	66.05
Total		\$	124.61

**Economic and Community Development
4-Oct-17**

Andy Borrowman	1	\$	61.24
Carrie Martin	1	\$	62.84
Amy Gates	1	\$	71.40
Total		\$	195.48

**UCCI
25-Sep-17**

Rodger Hannel	1	\$	142.02
Total		\$	142.02

Budget Meeting			
20-Sep-17			
	-		
Patrice Mills	1	\$	(66.05)
	-		
Fred Bradshaw	1	\$	(67.12)
		Total	\$ (133.17)
UCCI			
25-Sep-17			
Derek Ross	1	\$	107.78
		Total	\$ 107.78
		\$	3,169.66

Carrie Martin made a motion to approve the October, 2017 monthly expenses and mileage & per diem report as presented. Fred Bradshaw seconded the motion. Voice vote was 8-0 to approve the reports as presented.

QUESTIONS FROM PRESS AND VISITORS (5MIN)

Mike Boren of the Pike Press asked about the White Bridge between Valley City and Chambersburg that the County was fixing. They are correcting some damage done by the Drainage District.

Mr. Boren also asked about the \$20,000 Dakota Pipeline donation. It is for emergency services and should be here shortly.

Fred Bradshaw made motion to adjourn. Amy Gates seconded the motion. Voice vote 8-0 to adjourn.

Meeting adjourned at 8:45 PM.