

PIKE COUNTY BOARD MEETING MINUTES

FEBRUARY 26, 2018

The regular monthly meeting of the Pike County Board was held on February 26, 2018 at 7:00 PM. Pastor Michael TenEyck 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 JANUARY 22, 2018 PIKE COUNTY BOARD MEETING

Carrie Martin made a motion to approve January 22, 2018 Pike County Board minutes as presented. Bryce Gleckler seconded the motion. Voice vote was 8-0 to approve as presented.

JOHNSON CONTROL REPORT

Jason Myers from Johnson Controls was present to discuss ways the county can improve energy efficiency in the county buildings. He handed out information with some recommendations. Mr. Myers noted that the boiler / chiller system has about 5 to 7 years of useful life remaining. He also noted the need for lighting improvements, such as LED lights, digital control for all buildings, water conservation, and window upgrades. The air handling system at the jail has about 10 years of useful life left.

There was discussion about how to start the process of making these improvements, financing, energy savings, grants, and rebates from places such as Ameren. No final decision will be made until States Attorney Zack Boren and the board review any proposed contract with Johnson Controls.

Carrie Martin made a motion to ask Johnson Controls to provide a contract for an infrastructure partner with Pike County, for States Attorney Zack Boren and the Board to review prior to making a decision to move forward with infrastructure improvements. Rodger Hannel seconded the motion. Voice vote was 8-0 to approve, motion carried.

AUDIT

Cindy Foote from Zumbahlen, Eyth, Surratt, Foote, & Flynn, LTD. Presented the counties annual audit. Cindy noted that it was a good clean opinion. She went over most of the funds noting that the county was moving in the right direction with their finances. Cindy recommended some changes in internal controls of some county departments, but did not see any red flags in operations or County finances.

COMMITTEE REPORTS

Finance Committee

Finance Committee

The finance committee of the Pike County Board met at 5:00PM on February 14, 2018 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.

Routine bills in the amount of \$161,060.26 were approved for payment.

Since our last finance meeting Scott Syrcle had reported that we had received \$87,966.38 from the State of Illinois for Probation reimbursement. Jim Sheppard reported on conversations that he had with Cindy Foote concerning the audit.

The committee opened the bids for the anticipation note for the Liability Insurance fund. They were as follows:

United Community Bank 2.19%

First National Bank of Barry 2.65%

Farmers State Bank 2.69%

Amy Gates made a motion that we award the business to United Community Bank. Rodger Hannel seconded. Motion carried.

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

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

Meeting adjourned at 5:45PM

Amy Gates made a motion to approve the Resolution to Borrow for the Liability Insurance Fund. Fred Bradshaw seconded the motion. Voice vote was 7-1 to approve the Resolution. Derek Ross voting no.

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

COUNTY OF PIKE
PIKE COUNTY COURTHOUSE
PITTSFIELD, ILLINOIS 6236

RESOLUTION

WHEREAS, The County of Pike anticipates a cash flow deficit:

WHEREAS, Chapter 50 of the Illinois Compiled Statutes, Section 420, entitled Tax Anticipation Note Act, authorized counties to issue from time to time general obligation notes in an amount including principal, interest thereon and costs of issuance not exceed 85% of the taxes levied for a specific fund for the year during which the notes are issued;

WHEREAS, The County of Pike deems it necessary and expedient to alleviate cash flow deficit by issuing said notes not to exceed \$709,027.50 as deemed necessary by the Pike County Treasurer to be dated after March 1, 2018 with a maturity of November 30, 2018, with an interest rate to coincide with the last line of this resolution and further for the levy and collection of a direct annual tax upon all the taxable property of Pike County sufficient to pay the principal and interest on the notes to maturity;

WHEREAS, this loan is qualified for tax-exempt obligation within the meaning of Section 265B-3 of the Internal Revenue Code of 1986 as amended; and

WHEREAS, the Pike County Treasurer or his or her deputies in office, are hereby authorized for and on behalf of the County of Pike to advance funds, by written request, for the purpose of the Liability Insurance Fund.

NOW, THEREFORE, BE IT RESOLVED that the County of Pike issue said notes to the United Community Bank at a rate of 2.19%; as a result of the bids, as deemed needed by the County Treasurer.

2-26-18

Date



Andy Borrowman/Pike County Board Chairman



Donnie Apps/Pike County Clerk

Building & Grounds

The Building and Grounds committee met on Wednesday Feb. 21 at 3:30 pm in the Pike County Government building. Due to the absence of Rodger Hannel, Carrie Martin was volunteered to be the acting chairperson. Those present included Board Chairman Andy Borrowman, Carrie Martin, Derek Ross, Darwin Feenstra and several representatives from Cintas.

Emil Moore, of Cintas, presented a short presentation regarding AEDs and First Aid kits available through their company. Ross suggested asking PCAS Administrator Martin to make recommendations for placement of AEDs within the confines of county offices for maximum benefit.

Darwin shared that last month's water leak problem has been rectified. However, water continues to be an issue in the basement during heavy rain. Figuring out how to stop the issue is

proving problematic as it seems to be entering the building between two separately installed sections of the building; both made of concrete and difficult to access.

A motion to approve bills in the amount of \$8160.36 was made by Ross and seconded by Martin.

There being no further business, on a motion by Ross and a second by Martin the meeting was adjourned at 4:10 pm.

Bryce Gleckler made a motion to approve the Building and Grounds Committee report as submitted. Derek Ross seconded the motion. Voice vote was 8-0 to approve the Building and Grounds committee report as submitted, motion carried.

Highway Committee

**Road and Bridge Committee
Meeting Minutes
February 20, 2018 at 6:00 p.m.**

The Road & Bridge Committee met Tuesday, February 20, 2018 at 6:00 p.m. at the County Highway Department. The meeting was called to order at 6:04 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 Rodger Hannel, seconded by Fred Bradshaw to pay claims per claim reports dated February 20, 2018. Motion carried.

HALF AID TO BRIDGE: NONE.

WHITE BRIDGE UPDATE: The County received a letter from the landowners stating that they did not have a timeframe as to when their project would be completed and were uncertain when they would be in a position to grant a temporary right-of-way easement for construction at the White Bridge.

NEW BUSINESS: None.

OLD BUSINESS:

- 1) The department is currently looking into replacing the dump bed on the Sterling (T-7).
- 2) The County Engineer continues to look into the Half Aid to Bridge process.

ADJOURNMENT: A motion was made by Bryce Gleckler, seconded by Rodger Hannel, to adjourn meeting at 6:32 p.m. Motion carried.

Chris Johnson,
County Engineer

Fred Bradshaw made a motion to approve the Highway Committee reports as submitted. Carrie Martin seconded the motion. Voice vote was 8-0 to approve the report as submitted.

Public Safety

The Pike County Public Safety Committee met on Tuesday February 20th, 2017 at 7pm. Those present included: Board Chairman Andy Borrowman, Carrie Martin, Derek Ross, Bryce Gleckler, PCAS Administrator Josh Martin, Kyle Moore, Shelby Deeder and Jay Albert.

A review of finances indicated revenue of \$102,434.37 and expenditures in the amount of \$118,636.09, resulting in a loss of \$16,258.52.

There was discussion about where the bills from Intermedex stop and Pro Billing Services start. It seems as though there is a bit of "run off" in switching from one to the other. We need to determine what will happen to unpaid billing from the Intermedex contract now that Pro Billing has taken over.

On a motion by Gleckler and a 2nd by Ross, the bills were approved, except for the bills from Intermedex.

Administrator Martin reported that he applied for two grants from FEMA; one for funds for a new ambulance and one for other equipment.

He also shared that the State inspector visited and PCAS passed all inspections.

The SUV has been licensed as an ALS responding vehicle, meaning Martin can respond to scenes when necessary.

Mr Ross inquired about upcoming PR events. Admin. Martin shared that PCAS has already been involved in ALICE drills across the county and continues to work on plans for further PR events in the county.

Admin Martin attended a MABAS conference as well. There he learned about Rescue Task Forces. These entities are comprised of team members across different areas of emergency services who train together as a team. In the past, EMS staff have always not been allowed to enter a scene until police deem it safe to do so. With this task force, teams would be trained to enter potentially unsafe areas, such as an active shooter area, in order to administer life sustaining actions much more quickly. Martin hopes to be able to implement this idea in Pike County in the future.

There being no further business, Ross made a motion to adjourn, which was seconded by Gleckler. The meeting adjourned at 8:22 pm.

Patrice Mills made a motion to approve the Public Safety Committee minutes as presented. Derek Ross seconded the motion. Voice vote was 8-0 to approve, motion carried.

INSURANCE COMMITTEE

The Insurance committee of the Pike County Board met February 21, 2018 at 2:00PM in the conference room of the Pike County Government building. Members present were, Patrice Mills, Derek Ross, Jim Sheppard, and County Chairman Andy Borrowman. Also present were; Brenda DeSpain, Paula Dean, Becky Irwin, Donnie Apps, Alex Snedecker, Carrie Martin, Jason Boothe, and Eric Snedecker.

We began the meeting with a review of open claims. We have one open work comp claim and one lawsuit that was dismissed one the 20th. There are two auto claims that are in subrogation. We then reviewed the changes to the county policy manual. Derek Ross moved to have Chairman Borrowman add the changes recommended by the Risk Management Committee to the Full Board Meeting's Agenda, Patrice Mills seconded. Motion carried. Training on the policy manual will occur on May 2, 2018.

We then had a lengthy discussion on the health insurance. Derek Ross made a motion to ask that the States Attorney get a formal opinion from the Attorney General's office concerning the recent opinion letter from UCCI. Patrice Mills seconded, motion carried.

Derek Ross made a motion to adjourn. Patrice Mills seconded. Motion carried.

Meeting adjourned at 3:30PM

States Attorney Boren explained the changes to the Pike County Policies & Procedures Manual. He noted the updates to the sexual harassment policy, the addition of the Firearm section, and the change in language that will make the States Attorney the Ethics Officer. Rodger Hannel made a motion to approve the updates to the County of Pike's Policies & Procedures Manual. Bryce Gleckler seconded the motion. Voice vote was 7 yes, 1 no with Amy Gates voting no. Motion carried.

Chairman Borrowman asked for a motion to ask the Attorney General's office for a formal opinion on the letter received from the UCCI on use of tort funds. There was a lot of discussion about the use of tort funds to pay the county's reinsurance. The county has opinion's both ways. States Attorney Boren noted that there are conflicting opinions on this topic, and that by asking the AG's office for a formal letter could be a precedent, creating a case point. The biggest issue seems to be, where would the money come from to fill the void if the county changed procedures. Chairman Borrowman noted that in his opinion only legislative action or a lawsuit could clear this up.

Carrie Martin made a motion to ask States Attorney Boren to get a formal opinion from the Attorney General's office concerning the letter from the UCCI on use of tort funds. Patrice Mills seconded the motion. Roll call vote was Gates, Martin, Mills, and Ross voting yes. Bradshaw, Gleckler, Hannel, Sheppard voting no, Chairman Borrowman voted no to break the tie. Motion failed 4 to 5.

Bryce Gleckler made a motion to approve the Insurance Committee report as presented. Jim Sheppard seconded the motion. Voice vote was 6 yes 2 no with Mills & Ross voting no. Motion carried.

GIS/IT

GIS/IT Committee

The GIS/IT committee of the Pike County Board met on Tuesday, February 13, 2018 at the conference room in the Pike County Jail. Those present were; Amy Gates, Jim Sheppard, Andy Borrowman, Sandy Schacht, and David Skinner.

We began the meeting by asking Sandy Schacht to leave the room. After some discussion Amy Gates made a motion to pay Sandy Schacht \$500.00 per month for the IT work retroactive to December 1, 2017. This is to be reevaluated at the June GIS meeting. This amount is to be paid from the GIS fund. Jim Sheppard seconded. Motion carried.

Amy Gates made a motion to pay the bills in the amount of \$10,016.18. Jim Sheppard seconded, motion carried.

Sandy reported on an issue with Devnet that took about two weeks to resolve. She then expressed some concerns about security measures and outside vendors. We then moved to the proposed contract with ETC that we have been working on since December. After reviewing the latest version (a copy of which is attached) Amy Gates made a motion that we adopt the Master Services Agreement, the Reporting, Altering, Monitoring, and Patching agreement, Addendum 2 Proposed Labor, and Addendum 3 Offices covered. All of these are with ETC Computerland. Jim Sheppard seconded, motion carried.

We scheduled a meeting for March 1, 2018 with all of the office heads and administrators to discuss various IT issues.

Amy Gates made a motion to adjourn and Jim Sheppard seconded. Motion carried.

Meeting adjourned at 7:29PM.

States Attorney Boren noted that some recommended changes were made, but not all of them. He noted that we were buying a block of labor up front at a 10% discount. Zack noted that some of the contract auto renews and some does not. Sandy Schacht explained how the contract would possibly work, and how it will help monitor computers. The Addendum #2 to the contract covers prepaid labor and has Sandy Schacht as primary contact and Ann Moffit from the County Clerk's office as secondary contact.

Amy Gates made a motion to approve the ETC Computerland Contract with Addendum #2 the prepaid labor with Sandy Schacht as primary contact and Ann Moffit as secondary contact. Jim Sheppard seconded the motion. Voice vote was 8-0 to approve, motion carried.

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

NEW BUSINESS

Board Member Patrice Mills asked Insurance Committee Chairman Jim Sheppard to provide an agenda and claims reports for future insurance committee meetings.

OLD BUSINESS

None

CHAIRMAN'S REMARKS

None

BILL BOARD REPORT

**STATE OF ILLINOIS
COUNTY OF PIKE**

PIKE COUNTY BOARD JANUARY BILLS PAID IN FEBRUARY

**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	\$8,160.36
PUBLIC SAFETY COMMITTEE	\$51,067.86
FINANCE COMMITTEE	\$161,060.26
CORONER	\$1,757.00
SHERIFF	\$50,801.70
REGIONAL SUPERINTENDENT OF SCHOOLS	\$0.00
COURTS	\$9,671.56
PROBATION	\$0.00
COUNTY BOARD	\$22,551.75
COUNTY CLERK	\$49,666.81
CIRCUIT CLERK	\$251.87
STATES ATTORNEY	\$344.21
STATE VITAL RECORDS	\$589.00
TREASURER	\$3,071.17
ZONING	\$384.06

ESDA		\$552.64
SUPERVISOR OF ASSESSMENTS		\$294.21
CODE HEARING		\$781.70
ANIMAL CONTROL		\$990.01
PUBLIC DEFENDER		\$390.58
RABIES		\$998.44
LAW LIBRARY FUND		\$1,385.18
COUNTY CLERK DOCUMENT STORAGE FUND		\$10.00
COURT SYSTEM FUND		\$1,961.99
CIRCUIT CLERK AUTOMATION FUND		\$3,910.20
JUDICIAL SECURITY		\$0.00
GIS		\$10,016.18
COUNTY TREASURER AUTOMATION FUND		\$0.00
CIRCUIT CLERK DOCUMENT STORAGE FUND		\$180.00
RECORDERS SPECIAL FUND		\$500.00
	(NON COMPUTER ACCT)	
STATES ATTORNEY AUTOMATION FUND		\$0.00
	(NON COMPUTER ACCT)	
OPERATIONS & ADMIN FUND		\$0.00
GRAND TOTAL		\$220,288.48

**Pike County Board Mileage & Per Diem
26-Feb-18**

**Board Meeting
26-Feb-18**

Andy Borrowman	1	\$	61.45
Fred Bradshaw	1	\$	67.44
Amy Gates	1	\$	71.80
Bryce Gleckler	1	\$	59.81
Rodger Hannel	1	\$	71.80
Carrie Martin	1	\$	63.08
Patrice Mills	1	\$	66.35
Derek Ross	1	\$	66.35
Jim Sheppard	1	\$	58.72
Total		\$	586.80

**Finance
14-Feb-18**

Andy Borrowman	1	\$	61.45
Jim Sheppard	1	\$	58.72
Rodger Hannel	1	\$	71.80
Amy Gates	1	\$	71.80
Total		\$	263.77

**Highway
19-Feb-18**

Andy Borrowman	1	\$	61.45
Bryce Gleckler	1	\$	59.81
Rodger Hannel	1	\$	71.80
Fred Bradshaw	1	\$	67.44
Total		\$	260.50

Public Safety

20-Feb-18			
Andy Borrowman	1	\$	61.45
Carrie Martin	1	\$	63.08
Bryce Gleckler	1	\$	59.81
Derek Ross	1	\$	66.35
Total		\$	250.69

GIS			
13-Feb-18			
Andy Borrowman	1	\$	61.45
Jim Sheppard	1	\$	58.72
Amy Gates	1	\$	71.80
Derek Ross	0	\$	-
Total		\$	191.97

Building and Grounds			
21-Feb-18			
Andy Borrowman	1	\$	61.45
Roger Hannel	1	\$	71.80
Derek Ross	1	\$	66.35
Carrie Martin	1	\$	63.08
Total		\$	262.68

Insurance Meeting			
21-Feb-18			
Andy Borrowman	1	\$	61.45
Derek Ross	1	\$	66.35
Jim Sheppard	1	\$	58.72
Patrice Mills	0	\$	-
Total		\$	186.52

DECO Meeting			
19-Jan-18			
Andy Borrowman	1	\$	140.47
Total		\$	140.47

County Board Meeting			
26-Dec-17			
	-		
Patrice Mills	1	\$	(66.35)
Total		\$	(66.35)

\$ 2,077.05

Fred Bradshaw made a motion to approve the February, 2018 monthly expenses and mileage & per diem report as presented. Carrie Martin seconded the motion. Voice vote was 8-0 to approve the reports as presented.

QUESTIONS FROM PRESS AND VISITORS (5MIN)

Treasurer Scott Syrcle pointed out that the signature cards that had previous employees still on them had been closed and there was no money in them at this time. When they reopen them next year during collections the proper signatures will be on them.

Amy Gates made a motion to go to closed session pursuant to 5 ILCS120/2(c)(11) to discuss pending litigation. Carrie Martin seconded the motion. Voice vote was 8-0 to go to closed session. Board went to closed session at 9:35 pm.

Carrie Martin made a motion to go to open session. Amy Gates seconded the motion. Voice vote was 8-0 to go to open session. The board went to open session at 9:57 pm.

No action was taken.

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

Meeting adjourned at 10:00 PM.