# Pike County Board

# Meeting Minutes

April 27th, 2020

1. Call to order

Chairman Andy Borrowman called to order the regular meeting of the Pike County Board at 7:00 p.m. in the upper courtroom of the Pike County Courthouse with remote access.

1. Invocation and Pledge of Allegiance

B.J. Thealander gave the invocation and Chairman Borrowman led in the Pledge of Allegiance

1. Roll Call

Members physically present were Andy Borrowman, John Birch, and Jim Sheppard. Rodger Hannel, Tom Lewis, Mark Mountain, Derek Ross, Amy Gates, and Mark Sprague attended remotely via Microsoft Teams

1. Approval of Minutes from March 25th, 2020.

John Birch made a motion to approve March minutes. Jim Sheppard seconded. Roll call Vote 6-0. Minutes approved.

1. Approval of Anticipation Note for Pike County Health Department

Rodger Hannel made a motion to approve the anticipation note through Farmers State Bank at an interest rate of 1.75%. Derek Ross seconded. Roll Call vote 8-0. Motion approved.

1. Resolution recognizing the Quincy Convention and Visitors Bureau as the entity authorized to represent Pike County in its tourism promotional efforts.

Amy Gates made a motion to approve the resolution. Mark Sprague seconded. Roll call vote 7-0. Motion approved.

1. Appointment of Gary Wombles to the Miller Cemetery Board

Tom Lewis made a motion to approve the appointment. Rodger Hannel Seconded. Roll Call vote 8-0. Motion approved.

1. FY 2019 Audit

Cindy Foote from Zumbahlen, Eyth, Surratt, Foote & Flynn, Ltd. Presented the 2019 audit that was conducted in January of 2020. County Clerk Natalie Roseberry had questions regarding the audit findings in relation to accounts payable. Sandy Schacht had questions regarding the audit findings in relation to the inmate commissary account. Tom Lewis made a motion to approve the 2019 audit findings. Mark Mountain seconded. Roll call vote 8-0. Motion approved.

1. Qualification and Release of Accommodation Tax Funds.

Chairman Derek Ross of the Pike County Board Economic and Community Development Committee summarized the minutes from the April 21st meeting. Amy Gates made a motion to release $85,000.00 in funds back to the participating bodies. Rodger Hannel seconded. Roll call vote 6-0-1 with Mark Sprague abstaining. Motion approved.

1. Committee Reports

Finance (March)

The Finance Committee of the Pike County Board met at 5:00 p.m. on Wednesday, March 11, 2020 in the conference room of the Pike County Government building. Members present were Amy Gates, Rodger Hannel, Board Chairman Andy Borrowman, and Jim Sheppard. Also present were Treasurer Scott Syrcle, Health Department Administrator Anita Andress, Sheriff David Greenwood, and County Clerk Natalie Roseberry.

We began the meeting with a discussion of the county’s cash flow. Treasurer Scott Syrcle had sent and email and noted the sharp decline in Circuit Clerk fees. He had posed the questions ‘are they down or is some of the money going to other funds besides general?” You will recall that the county reapportioned the money from fines last summer after the state changed the law. The answer is probably both are occurring. It is evident however that the amount of money that is going to the Court System fund and Law Library fund have increased dramatically. We will have to discuss this further with the judge or look at changing the resolution.

We first had a discussion of the possibility of moving the meeting date for finance from the second Wednesday of the month to the third and moving GIS/IT committee from the third Wednesday to the second Wednesday. This would shorten the time frame for our payables and help with accounting. No decision would be made until all members affected are questioned on the matter.

Health Department Administrator, Anita Andress, was there to talk about several issues. We got an update on their bill review process, collections efforts, the pending contract with Southern Illinois University concerning the dental clinic, and the status of their comptroller. Primarily Anita discussed the status of the COVID-19 outbreak. At the time of the meeting, Pike County had no positive cases and she was getting ready to hold a meeting for all public officials and updated us on local coordination efforts.

Natalie Roseberry gave the committee an update on voting in respects to the COVID-19 outbreak.

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

Meeting adjourned at 6:15 p.m. on a motion by Rodger Hannel and seconded by Amy Gates.

Finance (April)

The Finance Committee of the Pike County Board met at 5:00 p.m. on Wednesday April 15th, 2020 in the conference room of the Pike County Government building and remotely. Members participating were Amy Gates, Rodger Hannel, Board Chairman Andy Borrowman, and Jim Sheppard. Also contributing were County Clerk Natalie Roseberry, Treasurer Scott Syrcle, Health Department Administrator Anita Andress and Kim Ator.

The first item of business was the operating of the bids for the anticipation loan for the Pike County Health Department. We received three bids from local banks:

Farmers State Bank 1.75%

United Community Bank 2.21%

Prairie State Bank and Trust 2.28%

Rodger Hannel made a motion to recommend adoption of a resolution naming Farmers State Bank as the lender for a loan to the Pike County Health Department at 1.75% annual rate. Amy Gates seconded; motion carried.

Anita Andress gave the committee an update on COVID-19 issues with the Health Department and the need to amend the Tuberculosis budget. She also discussed issues they were having dealing with Don Beard’s sudden passing.

Treasurer Scott Syrcle provided an update on the county’s finances. He stated that revenue was running behind especially in the Circuit Clerk fees with are averaging $14,000.00 per month less than last year. He also stated that we are significantly over budget for this stage of the budget year. We also speculated about what the shelter in place orders would do to the budget going forward.

Rodger Hannel made a motion to pay the bills and Jim Sheppard seconded. Motion carried with Amy Gates abstaining since she was unable to physically review the bills.

Natalie Roseberry gave the committee an update on voting in respects to the COVID-19 outbreak.

Meeting adjourned at 5:43 p.m. on a motion by Amy Gates and a second by Rodger Hannel.

Finance (April Special Meeting)

The finance committee of the Pike County Board met April 27, 2020 at 5:30 p.m. in the Pike County Government Building. Amy Gates, Rodger Hannel, Jim Sheppard, and Board Chairman Andy Borrowman were in attendance physically and remotely. Others in attendance physically and remotely were Natalie Roseberry, Bryce Gleckler, John Birch, Dave Greenwood, Mike McQuay, Scott Syrcle, Zack Boren, Cindy Shaw, and Sandy Schacht.

The subject of the meeting was the state of the county’s finances both currently and projected due to the COVID-19 economic impacts. County Treasurer Scott Syrcle has preciously shared fun status reports for the county and budget status reports which showed that not only are we more than $200,000.00 over budget at this time but lagging in receipts in several areas. One area is Circuit Clerk fees. The board had redistributed the court fees effectively July 1, 2019. Upon review of the cash receipts because of this redistribution, it appears that county general has taken a hit in the neighborhood of $170,000.00. Closer examination shows that receipts to the Law Library, Court Systems Fund, and Circuit Clerk Automation have benefited from this situation. A copy of the current resolution was provided to the committee.

The next topic was the subject of furloughs. Jim Sheppard reported on a conference call with the county’s labor attorney about the subject of furloughs and Rhett Barke reported that several counties had already taken this step. Furloughed employees are eligible for unemployment benefits and under the current crisis with the federal government boosting the unemployed person’s benefit by $600.00 per week for up to 16 weeks anyone making up to roughly $59,000.00 is getting more on unemployment. Furloughed employees would still be eligible for county benefits they would have to cover the employee share of any of these benefits. Furlough’s also do not involve union negotiations. It was also stated that some counties asked for volunteers and found that some of the volunteers were older employees that felt they were safer at home.

Suggested numbers for each office were proposed. Rodger Hannel made a motion to recommend for full board approval a voluntary furlough program for employees in the following departments: Sheriff’s, County Clerk, State’s Attorney, Circuit Clerk, Treasurer, and Supervisor of Assessments. Amy Gates seconded; motion carried.

A possible redistribution of the Landfill fees was discussed but since we will not get another check until the middle of July, it was decided that we would have time for that later.

Meeting adjourned on a motion by Amy Gates and a second by Rodger Hannel. Meeting adjourned at 6:30 p.m.

Discussion was had regarding the furlough and how it would potentially play out for the county. After dialogue, Mark Sprague made a motion to recommend the furlough program with Amy Gates seconding. Roll Call vote 8-0. Motion carried.

Amy Gates made a motion to approve the finance committee reports. John Birch Seconded. Roll call vote 7-0. Motion approved.

Highway (March)

The Road and Bridge Committee met Wednesday, March 11, 2020 at 3:30 p.m. at the County Highway Department. Members present were Rodger Hannel, John Birch, and Andy Borrowman. Those absent were Mark Mountain and Chris Johnson. Staff member present was Gary Laux.

A motion was made my John Birch and seconded by Rodger Hannel to pay claims per claim reports dated March 11, 2020. All in favor. Motion carried.

A motion was made by John Birch, seconded by Rodger Hannel to approve the Local Public Agency Agreement for Federal Participation (Form BLR 05310) regarding section 14-00097-00-1PP, Job C-96-006-20. This project consists of 15.45 miles of oil and chip and includes CH-9, CH-6 from Baylis to IL-104, and CH-14 from Detroit to CH-2. Project cost is $265,000.00, with 80% paid by Federal and 20% paid by State Match Assistance. All in favor. Motion carried.

The Nebo bridge was discussed under old business. The Count Engineer is still trying to help the Village secure funding for the design phase.

A motion was made by John Birch, seconded by Rodger Hannel, to adjourn meeting at 3:50 p.m. Motion carried.

Highway (April)

The Road and Bridge Committee met on Wednesday, April 8th, 2020 at 3:30 p.m. at the County Highway Department. Members present were Rodger Hannel and Andy Borrowman. Mark Mountain and John Birch were present by phone. Staff present was County Engineer Chris Johnson.

A motion was made my Mark Mountain, Seconded by John Birch to pay claims per claim reports dated April 8th, 2020. All in favor. Motion carried.

The committee was updated on the highway department’s plan concerning keeping the public and employees safe during the COVID-19 pandemic.

The annual culvert bid letting was help April 8th, 2020 at 10:00 a.m. A motion was made by John Birch, seconded by Mark Mountain to accept the low bid from Contech Engineering Solutions, Inc. in the total sum of $100,414.74. The County portion of this total is $53,070.80 which is inventory culverts and half aid culverts, the remainder are Township culverts. All in favor, motion carried.

The Nebo municipal bridge was discussed. Chris Johnson, County Engineer, explained that the funding for construction is lined out, but there is still no source yet to fund the design engineering, right of way and utility costs. He also discussed that he was working with Brenda Middendorf and Andy Borrowman on using revolving loan funds for this and the possibility of the village buying out the loans to access the funds. It was decided to get detailed figures on the fund currently and have discussions with the village and local stakeholders in the area affected by this bridge. We are looking at using up approximately $200,000.00 of these funds when available.

A motion was made by John Birch and seconded by Mark Mountain to approve a resolution concerning Federal Aid Matching Funds in the sum of $27,000.00 concerning Section 14-00097-00-PP. $25,000.00 for construction costs and $2,000.00 for construction engineering. This project is being paid with 80% Federal Funds and 20% State Match Assistance Funds, it is not anticipated that the $25,000.00 will be needed, but the state requires us to pass this resolution should the cost exceed the estimated amount. All in favor, motion carried.

A motion was made by John Birch, seconded by Mark Mountain, to adjourn meeting at 3:46 p.m. Motion carried.

Tom Lewis made a motion to approve both Road and Bridge Committee reports. Mark Mountain seconded. Roll call vote 8-0. Motion carried.

Building and Grounds (March)

The Building and grounds Committee met on Wednesday, March 19, at 3:30 p.m. Present were Tom Lewis, Derek Ross, Rodger Hannel, Andy Borrowman, Cindy Shaw, Natalie Roseberry, Scott Syrcle and Brandy Wallace.

A motion was made to approve the lawn care bid of Keenan Yelliott for the courthouse and the annex lawns at $230 per lawn application. Sheriff Greenwood made this recommendation after discussing with Darwin Feenstra. The bid was the same as last year’s bid by Yelliott. Tom Lewis made the motion to approve Keenan Yelliott’s bid, and Derek Ross seconded the motion. Motion passed.

A motion was made by Tom Lewis to approve paying the bills, totaling $4,725.56. Derek Ross seconded the motion, and it passed.

Cindy Shaw addressed the B & G committee concerning who would make the decision to close the Annex building to the public due to COVID-19. The B & G committee, after bunch discussion, deferred this decision to Andy Borrowman and Sheriff Greenwood.

Rodger Hannel stated that the decision on taking bids on repairing the falling and damaged plaster inside the courthouse be tabled until the April B & G committee meeting. Judge McCartney requested to be put on the April B & G committee meeting agenda to hopefully present the repair bid. Judge McCartney may be able to use some of his Court funds to help pay for these repairs.

Darwin Feenstra mentioned that Sheriff Greenwood is seeking bids to put solar lights to shine on the three statue busts on the southwest corner of the courthouse lawn.

A motion to adjourn the meeting at 4:05 p.m. was made by Derek Ross and seconded by Tom Lewis. Motion passed.

Building and Grounds (April)

The Building and Grounds Committee meet briefly on April 15, 2020. Rodger Hannel and Andy Borrowman met together at the Governmental Annex building at 3:30 p.m. Tom Lewis and Derek Ross participated by phone. Bills were approved totaling, $4,311.87, on a motion by tom Lewis and second by Derek Ross. Motion on paying bills passed unanimously.

The consensus of the Building and Grounds Committee is that due to the loss of revenues because of COVID\_19, no new improvement projects for the Courthouse or the Annex will be approved this budget year. Only projects that can be funded by revenue sources outside the B & G budget will considered to be pursued.

On a motion by Derek Ross and a second by Tom Lewis, which passed, the meeting was adjourned at 3:45 p.m.

Derek Ross made a motion to approve both Building and Grounds Committee reports. John Birch seconded. Roll call vote, 7-0. Motion approved.

GIS/IT (March)

The GIS/IT Committee of the Pike County Board met at 5:00 p.m. on Wednesday, March 18, 2020 in the Emergency Operations Center at the Pike County Jail. Those present were Amy Gates, Dan Brennecke, Jim Sheppard, Board Chairman Andy Borrowman, Paula Dean, and Sandy Schacht.

Routine bills in the amount of $6,845.74 were approved for payment on a motion by Amy Gates and a second by Jim Sheppard.

Sandy Schacht reported that GFI is making progress in the installation. They were hoping to get to the Health Department on Thursday, March 19th. We are finally down to the odds and ends of the project. There is also the job to get the Wi-Fi in the courthouse improved that is not finished.

We then brainstormed on ways that we can hold a board meeting under the current circumstances. Dan Brennecke suggested an app called TEAMS. No decision was made but Sandy said she would reach out to Natalie Roseberry.

Meeting adjourned at 6:02 p.m. on a motion by Amy Gates and a second by Jim Sheppard.

GIS/IT (April)

The GIS/IT Committee of the Pike County Board met on Tuesday, April 14th, 2020 at 5:00 p.m. in the Sheriff’s office of the Pike County Jail and remotely. Those participating in the meeting were Amy Gates, Mark Sprague, Dan Brennecke, Jim Sheppard, Board Chairman Andy Borrowman, Paula Dean, and Sandy Schacht.

Routine bills in the amount of $10,872.54 were approved for payment on a motion by Mark Sprague and a second by Amy Gates.

Sandy Schacht gave the committee an update on the computer issue that started on Saturday. GFI had two techs onsite at that time of the meeting expected to have all departments up the following day. Update, this took a week longer than we initially thought.

We also learned that GFI had not yet completed installation of our replacement for the Barracuda backup system. This had caused some other issues in dealing with the problems we experienced. Sandy stated she would send out reminders to all offices to follow backup protocols.

Paula Dead was present and discussed her new phone system and questioned the amount on the bill.

Meeting adjourned at 5:58 p.m. on a motion by Amy Gates and a second by Mark Sprague.

Amy Gates made a motion to approve the GIS/IT committee reports. Rodger Hannel seconded. Roll call vote 8-0. Minutes approved.

Public Safety (March)

The Pike County Public Safety Committee was called to order at 7:07 p.m. on April 15th, 2020. Those in attendance were committee members Derek Ross, Andy Borrowman, and Pike County Ambulance Administrator Josh Martin. Committee members Amy Gates and Tom Lewis attended via telephone.

Josh Martin informed the committee that medical supplies are higher in costs due to demand. On March 31st, 2020, The Pike County Ambulance Department implemented three crew chiefs that will be responsible for a variety of different tasks. Each crew chief will be a dedicated “go to “person during their respective shifts to assist where needed. The policy manual forwarded to Snedecker Risk Management for review has not been returned with recommendations or approval. Administrator Martin asked if someone could reach out to Snedecker’s to see if we could get a response soon. Jim Sheppard said he would contact Snedecker for an update.

Tom Lewis made a motion and seconded by Amy Gates to pay bills in the amount of $27,087.53. The motion passed.

Amy Gates made a motion and seconded by Tom Lewis to adjourn. The motion passed and the meeting adjourned at 7:28 p.m.

Public Safety (April)

The Pike County Public Safety Committee agreed on March 18th, 2020 to pay bills in the amount of $27,757.03.

Amy Gates made a motion to approve both Public Safety reports. Tom Lewis seconded. Roll call vote 8-0. Motion approved.

The Economic and Community Development Committee

The Pike County Economic and Community Development Committee met April 21st, 2020 via phone. Those in attendance were John Birch, Derek ross, and Amy Gates. They discussed the minutes from the Pike County Funding Advisory Board meetings held on March 12th, 2020 and April 16th, 2020.

There was a consensus of the Economic and Community Development Committee that all projects be funded at their requested amounts, per the Pike County Funding Advisory Board.

Rodger Hannel made a motion to approve the ECD minutes. Amy Gates seconded. Roll call vote 7—1, with Mark Sprague abstaining. Motion carried.

1. New Business

None

1. Old Business

None

1. Chairman’s Remarks

None

1. Summary of Expenses for the Month/Mileage & Per Diem Report

Motion to approve made by Amy Gates. Seconded by Derek Ross. Roll call vote 8-0. Motion approved.

1. Questions from Press and Visitors

None

1. Adjournment

Amy Gates made a motion to adjourn. Seconded by Derek Ross. Roll call vote 8-0. Meeting adjourned at 9:23 p.m.

Minutes submitted by Natalie Roseberry