# Pike County Board

# Meeting Minutes

June 22nd, 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.

1. Invocation and Pledge of Allegiance

Brent Joy gave the invocation and Chairman Borrowman led in the Pledge of Allegiance.

1. Roll Call

Members present were Andy Borrowman, John Birch, Amy Gates, Rodger Hannel, Tom Lewis, Mark Mountain, Derek Ross, Jim Sheppard, and Mark Sprague.

1. Approval of Minutes from May 25th, 2020

John Birch made a motion to approve the April minutes. Tom Lewis seconded. Voice vote 8-0. Minutes approved.

1. Appointment of Alex Maloney to the Hull-Kinderhook Fire Protection District for a term to expire in May 2023.

Roger Hannel made a motion to approve Alex Maloney to the Hull-Kinderhook Fire Protection District. Amy Gates seconded. Voice vote 8-0. Approval approved.

1. Appointment of Kathy Snyder and Shelly Campbell to the Akers Chapel Cemetery Association for terms to expire on February 10th, 2021.

Tom Lewis made a motion to approve Kathy Snyder and Shelly Campbell to the Akers Chapel Cemetery Association for terms to expire on February 10th, 202. Roger Hannel seconded. Voice vote 8-0. Appointment approved.

1. Consideration of approval of two County Liquor Licenses.

Chairman Andy Borrowman summarized the request for the addition of two new liquor licenses. He stated the County Clerk, Natalie Roseberry, had received a request for 2 licenses for David Coldwell for potential locations in Pike Station. Mr. Borrowman stated that it would be beneficial to postpone the vote until next month to allow for the petitioners to be present.

Mark Sprague made a motion to continue the discussion and have it on the July agenda. Mark Mountain seconded. Voice vote 8-0. Motion passed.

1. Action on proposed Resolution Dividing Pike County into Four (4) Assessment Districts pursuant to 35 ILCS 200/9-225.

Mark Mountain explained to the board that by making this change, the workload in the Supervisor of Assessor’s office would even out and that assessments would rotate every four years. Every 10 years the census could change the boundaries, and this allows for a better updated system.

Mark Sprague made a motion to approve a Resolution Dividing Pike County into Four (4) Assessment Districts pursuant to 35 ILCS 200/9-225. John Birch seconded. Voice vote 8-0. Resolution passed.

1. Nationwide Fixed Account Changes

Jim Sheppard gave the board a summary of the fixed change request on participating employees in the deferred compensation plan. County Clerk, Natalie Roseberry, stated that more research is needed on the policy itself, however, the vote provides employees with a guaranteed minimum.

Rodger Hannel made a motion to approve the changes to the Nationwide account. John Birch seconded. Voice vote 8-0. Motion passed.

1. 6 Month Reports

The following presented 6-month reports to the board: Animal Control Debbie Lambeth, Circuit Clerk Bryce Gleckler, County Clerk Natalie Roseberry, and County Treasurer Scott Syrcle.

John Birch made a motion to approve 6-month reports. Mark Mountain Seconded. Voice vote 8-0. Reports approved.

1. Committee Reports

Finance

The finance committee of the Pike County Board met at 5:00 p.m. on Wednesday June 17th, 2020 in the conference room of the Pike County Government Building. Members present were: Am Gates, Rodger Hannel, Board Chairman Andy Borrowman, and Jim Sheppard. Sheriff David Greenwood, State’s Attorney Zack Boren, Circuit Clerk Bryce Gleckler, County Clerk Natalie Roseberry, Supervisor of Assessment Cindy Shaw, and County Treasurer Scott Syrcle were also present.

Routine bills in the amount of $89,701.63 were approved for payment on a motion by Amy Gates and a second by Rodger Hannel.

The main topic of discussion was the financial situation of the county. Scott Syrcle had provided some information as it pertained to cash flow of the county. It was noted that the circuit clerk fees still seem to be falling well short of expectations. It has to be noted that we have had very little court throughout this. Zack Boren reported that he was going to run the bond forfeiture as he had done in the past and that court is getting back into full swing. He also discussed the expunging of cannabis cases which will net us about $3,500.00. Natalie Roseberry gave the committee an update on the mail in portion of the election. Her office will have to mail out applications to all registered voters and ballots to those who request it. At the time of the meeting there was little chance of much reimbursement. She also reported on a retirement within her office and she is looking into how to proceed employment wise.

Jim Sheppard reported on an update on state funding from IACBM. Cindy Shaw talked about our soon to expire contract with Devnet. She would like us to use Devnet to replace Proval for the appraisal software. She had received preliminary numbers and it looks like it should save the county time and money. She was asked to get final numbers to resent to the full board. Zack Boren commented on the Proval contract and some unusual language contained within that document.

David Greenwood is working on a grant for body cameras. If he received the grant it will cover the entire $36,960.00 cost of the cameras. However, he has to purchase the cameras before he can get the grant. If he does not receive the grant, the cameras will be returned. The committee recommended borrowing the money for the cameras from the ETSB account and repaying the amount with either the grant proceeds or the money from returning the cameras.

The health department had submitted a request to postpone the review of the money that is owed to county general for four months. The committee expressed concerns about the general fund paying interest on borrowed money when the health department has not touched their anticipation load. Jim Sheppard was directed to inform Anita Andress that we want to have the discussion at the July finance meeting, and they are to present a plan for repayment at that time.

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

Meeting adjourned at 6:27 p.m.

Mark Mountain made a motion to approve the finance Committee minutes. Mark Sprague seconded. Voice vote 8-0. Minutes approved.

Highway

The Road and Bridge Committee met Wednesday, June 10th, 2020 at 3:30 p.m. at the County Highway Department. The meeting was called to order at 3:30 p.m.

Members present were Rodger Hannel and Andy Borrowman, Mark Mountain and John Birch. Chris Johnson, County Engineer, was also present.

A motion was made by John Birch, seconded by Mark Mountain to pay all claims per claim reports dated June 10, 2020. All in favor. Motion carried.

A motion was made by Mark Mountain, seconded by John Birch to approve the following Half Aid to Bridge Projects: Cincinnati Township project consists of replacing old bridge on 190th St over the Sny with 2 railroad cars. Total cost of project is $55,665.10. Pike County paid $40,255.79 and Cincinnati Township paid $15,409.31 of expenses. To settle Cincinnati Township owes County Road and Bridge fund $12,423.24. Griggsville Township project consists of replacing culvert of 327th Ave in Section 9. Total cost of project is $16,995.72, Pike County paid $15,502.21 and Griggsville Township paid $1,493.51 of expenses. To settle Griggsville Township owes County Road and Bridge fund $12,423.24.

Preliminary Engineering Services Agreement Section 20-22113-00-BR: A motion was made by John Birch, seconded by Mark Mountain to approve the Preliminary Engineering Services Agreement with Hutchinson Engineering, Inc. regarding a structure over Horton Creek, Section 36, Pleasant Vale Township which shall not exceed the sum of $65,500.00. All in favor. Motion carried.

The county Engineer reported Kiser Creek Bridge on CH-4 is now open to the public. County Engineer will contact Nebo regarding funding for the village bridge. Needy Township and Consolidated County Funding programs have been restored by the legislature.

A motion was made by John Birch, seconded by Mark Mountain, to adjourn meeting at 4:10 p.m. Motion carried.

Mark Mountain made a motion to approve Half Aid to Bridge requests. John Birch seconded. Voice vote 8-0. Half Aid approved.

Tom Lewis made a motion to approve the Preliminary Engineering Services Agreement Section 20-22113-00-BR. Mark Mountain seconded. Voice vote 8-0. Motion approved.

John Birch made a motion to approve the Township MFT. Mark Mountain seconded. Voice vote was 7-0 with one-member voting present. Motion passed.

Mark Sprague made a motion to approve the Highway Committee minutes. John Birch seconded. Voice vote 8-0. Minutes approved.

Building and Grounds

The Building and Grounds committee met on Wednesday, June 17th, 2020 at 3:30 p.m. Present were: Ton Lewis, Rodger Hannel, Derek Ross, Andy Borrowman, Natalie Roseberry and Sheriff David Greenwood.

Sheriff Greenwood was present to discuss the lack of progress on completing the security project at the courthouse. Sheriff Greenwood stated that he has recently discussed the security project with the contractor. The elevator work has not been completed due to workers being unable to get the needed parts from a California company that is shut down due to COVID 19. Judge McCartney is very frustrated with the lack of progress on the security project and has expressed his frustration with the B & G Committee members. The B & G committee asked Sheriff Greenwood to discuss the security work matter with Judge McCartney to see if the work can be completed sooner rather than later.

Natalie Roseberry and Sheriff Greenwood asked the B & G committee to allow then to seek part-time help to clean the Annex building up to 5 hours per week. The B & G committee agreed that extra custodial help should be sought as soon as possible.

The monthly bills of $14,259.44 were approved on a motion by Derek Ross and seconded by Tom Lewis. Motion passed. Of this total, $5,976.00 was paid to peters Heating and Air for new flashing on the north parapet wall in the attic, which had been leaking.

Motion to adjourn at 4:10 p.m. by Tom Lewis and seconded by Derek Ross. Motion passed.

Tom Lewis made a motion to approve the Building and Grounds committee minutes. Derek Ross seconded. Voice vote 8-0. Minutes approved.

GIS/IT

The GIS committee of the Pike County Board met at 5:00 p.m. on Tuesday June 9th, 2020 in the upstairs conference room of the Pike County Jail. Those participating in the meeting were: Amy Gates, Jim Sheppard, Sandy Schacht, and Paula Dean.

Jim Sheppard made a motion to pay the bills in the amount of $18,321.75. Amy Gates seconded. Motion carried.

Nicole McDonald had left some updates with Sandy that the Assessor’s office was looking at switching from Proval to Devnet for the computer aided mass appraisal (CAMA) work. They are also going to talk to WTH Engineering about getting the GIS information online.

GFI still has three computers to install at the Ambulance Department and we are still working on the 11 missing monitors for the Health Department. Sandy also gave the committee a summary of the April incident.

We again visited the issue of the backup equipment for the government building and the Health Department. Corey Phillips from GFI had stated that due to several factors the DADO machine at the Sheriff’s department was not large enough to handle all three entities. When asked, Sandy stated that the last number we had from Barracuda was that they would cost $4400.00 per year. Amy Gates made a motion that we resubmit the original GFI proposal to the full board for consideration at the June meeting. Jim Sheppard seconded, motion carried.

On a motion by Amy Gates and a second by Jim Sheppard, meeting adjourned at 6:04 p.m.

Corey Phillips was present from GFI to explain the need for the backups. Derek Ross made a motion to purchase the backups from GFI. Rodger Hannel seconded. Voice vote 8-0. Motion approved.

Amy Gates made a motion to approve the GIS/IT minutes. John Birch seconded. Voice vote 8-0. Minutes approved.

Public Safety

The Pike County Public Safety Committee was called to order at 7:05 p.m. on June 17th, 2020. Those in attendance were committee members Derek Ross, Andy Borrowman, Amy Gates, Tom Lewis, Pike County Ambulance director Josh Martin and many employees of the Pike County Ambulance Department.

Old Business: Josh Martin said that Snedecker Risk Management had still not responded on an opinion regarding the Personnel Manual. (Upon contacting Jim Sheppard after the meeting, Mr. Sheppard forwarded us an email that was sent to Josh on May 26th. The information was forwarded to all committee members on June 18th, for review). Also, administrator Martin informed us that Marcus Rush received the letter he had requested regarding the Paramedic Reimbursement Program and that the negotiated bill approved last month had been paid.

New Business: Administrator Martin presented an Illinois Department of Natural Resources Division of Forest Resources Department of Defense- Firefighter Property Cooperative Agreement, which Amy Gates made a motion and tom lewis seconded to forward to the Full Board for review and acceptance. The motion passed. Administrator Martin stated that last year’s FEMA claims submissions were finished, and reimbursement should be on its way. Administrator Martin had also begun to look at pricing for a new ambulance to be put in service in 2021.

Public comments: Corey Anderson, and employee of the Pike County Ambulance Department, expressed concerns of issues within the department not being resolved in a timely manner and confusion of who is responsible for handling certain issues. To clarify who to go to with all concerns in the future, the previous designation of Crew Chiefs has been rescinded and all issues should go through Administrator Josh Martin.

The committee agreed to hold a Special Meeting next Wednesday, June 24th at 7:00 p.m. to allow for a closed session to hear any other concerns employees may have.

Amy Gates brought up the need to address employee job descriptions and duties. Our hope is those are clarified in the updated Personnel Manual and will be reviewed.

Amy Gates made a motion and seconded by Tom Lewis to pay bill sin the amount of $21,942.77. The motion passed.

Amy Gates made a motion and seconded by Tom Lewis to adjourn. The motion passed and the meeting adjourned at 7:46 p.m.

Mark Sprague made a motion to approve the Firefighter Property Cooperative agreement. Derek Ross seconded. Voice vote 8-0. Motion passed.

Tom Lewis made a motion to approve the Public Safety committee report. Amy Gates seconded. Voice vote 8-0. Minutes approved.

ETSB

The Pike County Emergency Telephone Systems Board met at 6:30 p.m. on Monday June 8th, 2020 in the upstairs conference room of the Pike County Jail. Those members present were; Larry Bradshaw, Tom Lewis, Jason White, David Greenwood, Josh Martin, and Jim Sheppard. Also present was 911 coordinator Stephanie Reinhardt.

Routine bills were approved for payment on a motion by Larry Bradshaw and seconded by Jason White.

At the time of the meeting the balance of the ETSB fund was reported as $293,798.77. Stephanie Reinhardt reported that everything was working as it should. There was a question about a bill for a cabinet in the dispatch center. A member of the Sheriff’s Department contacted someone and had it constructed without Stephanie’s input. Larry Bradshaw reminded the board that the ETSB board had agreed to fund up to a certain amount of the remodel of the dispatch center and the Sheriff’s department was to be responsible for the rest. Tom Lewis made a motion that stated: Since the ETSB has already met our financial obligation for the remodel, the $700.00 bill for the cabinet should be paid by the Sheriff’s department. Jason White seconded. Motion Carried.

Next meeting of the ETSB will be August 3, 2020 at 6:30 p.m.

On a motion by Tom Lewis and a second by Josh Martin, meeting adjourned at 6:59 p.m.

Rodger Hannel made a motion to approve the minutes. Tom Lewis seconded. Voice vote 8-0. Minutes approved.

1. New Business

Kim Norton discussed with the board the potential issuance of Temporary Liquor Licenses and Special Use Permits.

Zack Boren discussed a resolution available regarding the Open Meeting Act and will get something on the Agenda in July.

Jim Sheppard stated the Insurance Committee will meet on Tuesday, June 30th, 2020 in the Annex at 10:00 a.m.

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 John Birch. Voice vote 8-0. Reports approved.

1. Questions from Press and Visitors

None

1. Adjourn

Amy Gates made a motion to adjourn. Seconded by John Birch. Voice vote 8-0. Meeting adjourned at 9:00 p.m.

Minutes submitted by Natalie Roseberry