# Pike County Board

# Meeting Minutes

August 23rd, 2021

1. Call to order

Chairman Jim Sheppard called to order the regular meeting of the Pike County Board at 7:03 p.m. in the upper courtroom of the Pike County Courthouse.

1. Invocation and Pledge of Allegiance

Zack Boren gave the invocation and Boy Scout Troop 152 led in the Pledge of Allegiance.

1. Roll Call

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

1. Approval of Minutes from Pike County Board meeting on July 26th, 2021.

John Birch made a motion to approve the minutes. Mark Mountain seconded. Voice vote 8-0. Motion approved.

1. Appointment of Brady Borrowman to the Sny Island Board of Commissioners for a term expiring September 2024.

Mark Sprague made a motion to approve the nomination. John Birch seconded. Voice vote 8-0. Motion approved.

1. Action on New Philadeplphia

Rodger Hannel made a motion to table this discussion for two months. Amy Gates seconded. Voice vote 8-0. Motion approved.

1. Approval of Resolution for future taxes and property sold (73-052-06, 06B1)

Rodger Hannel made a motion to approve the tax resolution. Mark Mountains seconded. Voice vote 8-0. Motion approved.

1. Acceptance of resignation of Don Peebles and Dianna Castleberry of their positions with the Pike County Housing Authority Association.

Mark mountain made a motion to accept the resignation. Amy Gates seconded. Voice vote 8-0. Motion approved.

1. Approval of Pike County Housing Authority commissioners: Noelle Flesner expiration 6/30/2021,Leslie Henry expiration 6/30/2026, and Mark Pulliam expiration of 6/30/2023.

Mark Mountain made a motion to approve the commissioners. Amy Gates seconded. Voice vote 8-0. Motion approved.

1. Appointment of Shawn Rennecker to the WIEDA board.

Amy Gates made a motion to approve the appointment. Mark Sprague seconded. Voice vote 8-0. Motion approved.

1. Committee Reports

Finance

Finance Committee Meetings Minutes from August 18, 2021. Members in attendance were Rodger Hannel, Amy Gates, and Reta Hoskin. Also present were Board Chairman Jim Sheppard, County Clerk Natalie Roseberry, County Treasurer Scott Syrcle, Dawn Leahr, and Kerri Rodhouse.

Natalie reported that she is meeting with a representative from the auditing firm to map credits and expenditures to the specific funds that need to be targeted. The meeting was scheduled for the next day, August 19, 2021, at 10:30 a.m. Scott will join the meeting to ensure the Treasurer’s Office has the information it needs.

The first expenditures from the American Recovery Plan Act funds were made to cover the hazard pay for employees; however, there was an overpayment of additional payroll items. The County Clerk’s Office and Treasurer’s Office are working together to make the necessary corrections.

There was a discussion regarding concerns about Departments sending payroll information too late to the County Clerk’s Office. The County Clerk’s Office The County Clerk’s Office must have the information timely so that it can finish processing data for the Treasurer’s Office must have the information timely so that it can finish processing data for the Treasurer’s Office to make the necessary fund transfers. It is hoped, when fully implemented, the new payroll system will help this situation. That should occur in December. But timely action by employees and supervisors will still be critical. Natalie will seek opinion from Legal Counsel as to options to resolve the issue.

The Committee discussed hazard pay for unelected administrators. No action was taken.

Natalie updated the Committee regarding the previous discussion of County employees’ wages being reported to the IRS and Social Security Administration. Upon further review, it was determined that not all of the required forms were submitted to the IRS by the County Clerk’s Office. This situation is being corrected and should be rectified by August 19, 2021.

Natalie reported that the County has received a grant for Pleasant Hill and Perry to improve their voting places. Each location has a threshold that may not be compliant with the American with Disabilities Act. Each will receive an allocation of $14,000.00 to make desired modifications. Natalie will speak with the auditors about the process for making the expenditures.

Revenue stamps will end on January 1, 2022. The County must switch to electronic processing. It appears we will need to set up a separate checking account for this purpose. The County Clerk’s and Treasurer’s Offices will work together on this.

The County Clerk’s Office has obtained a proposal to map the County for election districts. Natalie is aware of a Help America Vote Act (HAVA) grant that she thinks will pay for this.

Natalie submitted requests for approximately $400,000.00 worth of items for Ambulance Services under the FEMA grant. We are now waiting for decisions on the requests.

Jim reported that he has the budget sheets from the auditors. He will forward these to everyone. Jim hopes to begin budget meetings in mid September. We will need the fund status reports corrected before that time.

Jim discussed the reduction in census numbers for the County. He plans to include this issue on the agenda for the August Board Meeting.

Amy made a motion to approve $89,033.34 in bills. Rodger seconded the motion. All approved.

Amy made a motion to adjourn. Rodger seconded the motion. All approved. The meeting adjourned at 6:56 p.m.

Derek Ross questioned why the census numbers were not on the agenda. Chairman Sheppard said he decided against it and wanted to investigate a few things further. Mark Sprague stated that while our population has decreased, our property has remained the same, and the burden on tax payers is the same.

Mark Mountain made a motion to approve the minutes. Amy Gates seconded. Voice vote 8-0. Minutes approved.

Highway

The Road & Bridge Committee met Wednesday, August 18, 2021 at 4:00 p.m. at the County Highway Department. The meeting was called to order at 4:01 p.m.

Members present were John Birch, Reta Hoskin, and Jim Sheppard. Mark Sprague was absent. County Highway Engineer Chris Johnson was also present.

A motion was made my Reta Hoskin, seconded by John Birch to pay claims per claim reports dated August 18, 2021. All in favor. Motion carried.

A motion was made by Reta Hoskin, seconded by John Birch to approve the Pike County Highway six month report dated August 18, 2021 as presented. All in favor. Motion carried.

A motion was made by Reta Hoskin, seconded by John Birch to approve and authorize execution of a Resolution for Improvement under the Illinois Highway code regarding section 18-00101-00-PP, appropriating the sum of $781,541.00 in Rebuild Illinois Funds for improvement of said section from the allotment of Motor Fuel Tax Funds. All in favor. Motion carried.

Under County Engineer’s Report, discussed the pile of dirt at the County’s board ramp which has accumulated after cleaning the ramp multiple times and how to dispose. The Corps and DNR will be consulted. The cost should be paid from the general fund.

A motion was made by Reta Hoskin, seconded by John Birch to adjourn at 4:40 p.m. All in favor. Motion carried.

Approval of Resolution for improvement under the Illinois Highway Code Section 18-00101-00-PP made by John Birch, seconded by Mark Mountain. Voice vote 8-0. Motion carried.

Amy Gates questioned why there is dirt on the boat ramp. Chris Johnson explained how it accumulates and also stated because it is county property, it needs to be paid from the General Fund.

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

Building and Grounds

The Building and Grounds committee met at 3:00 p.m. on August 18th, 2021 at the Annex Building. Members present were Tom Lewis, Jim Sheppard, and Mark Mountain. Mark Sprague was absent. Also present was Brenda DeSpain, Darwin Feenstra, and Jonathan Wisenand from United First Aid and Safety.

Bill sin the amount of $16802.74 were approved by a motion from Mark Mountain and a second by Tom Lewis.

Under Old Business, Brenda stated the equipment rack that is at the jail still needs to be moved over to the Courthouse. Darwin said he would get in contact with Dan Brennecke and see when they could get that moved over to the Courthouse. Brenda also had a quote on surge protectors at the cost of $2,636.18 which had been discussed at last months meeting. A motion was made by Mountain and seconded by Lewis to go ahead with this as long as the full board approved it. This would be paid out of the contingency line and tagged to the recovery fund for reimbursement if approved. Both of these quotes came from Mac Electric.

Darwin stated that the new A/C unit at the courthouse is still a work in progress. Natalie stated that the new locks to the front and back doors to her office had been changed.

Under new business, Jonathan Wisenand from United First Aid and Safety talked about what his company does and some of the cost for their services and products. They do what Cintas does for the county involving our AED’s, medicine cabinets, and eye wash stations. Natalie is going to look into our agreement with Cintas and see if there can be any cost savings to go with this company. Natalie said that an American Disability Act Grant was received and that Perry township and Pleasant Hill township would be using this grant fund to make their polling placed handicap accessible.

With no more business, Mark Mountain made a motion to adjourn seconded by Lewis. Meeting adjourned at 4:15 p.m.

Minutes submitted by Tom Lewis.

GIS/IT

The GIS/IT Committee was called to order at 5:02 p.m. on August 10th, 2021. Those in attendance were committee members Derek Ross, Amy Gates, Jim Sheppard, and Reta Hoskin. Also in attendance were Brenda DeSpain, and Dan Brennecke

Under old business, the meeting place has changed to the Highway Department. Brenda confirmed she has the emails set up for ambulance department employees. As of the meeting date, Brenda had totaled an amount of $78,732.63 for the claim date of June 25th. The rack for network room should hopefully be used and grounded in the next few weeks.

Under new business, Under SB 825, Pike County’s domain will be switched from .org to .gov. The committee recommended that Cindy Shaw to ahead and sign the contract for WTH to have the availability to allow the public to view details of ariel views of the county. Thigs are moving forward on the Judge’s grant for courtroom sound and we believe we will be able to use the court room’s sound system for board meeting streaming.

The committee agreed to direct Chairman Sheppard to sign for 150 mg of service from Casscomm to the Courthouse.

Amy gates made a motion and Reta Hosking seconded to pay bills in the amount of $20,218.05. The motion passed.

Amy gates made a motion and Reta Hoskin seconded to adjourn. The motion passed and the meeting adjourned at 6:40 p.m.

Reta Hosking stated there were different insurance amounts presented. Amy Gates stated it was the period of time that had elapsed, and more claims were submitted.

Amy Gates made a motion to approve the minutes. Reta Hoskin seconded. Voice vote 8-0. Minutes approved.

Public Safety

The Public Safety Committee met on August 18th, 2021 with the meeting being called to order at 7:L10 p.m. Members present were Tom Lewis, Amy Gates, Derek Ross, and Jim Sheppard. Also present was Kasey Kendall, Ambulance Administrator, on just ambulance crew members and Lexi Damon from Illini Hospital.

Bills in the amount of $83,071.47 were approved by a motion from Amy Gates and seconded by Derek Ross. Administrator reported total calls for the month of July were 197 E911 and 53 transfers for a total of 250. Kasey stated that all full time and part time employees now have county email accounts and can be activated and deactivated by Jenn a the Ambulance building. Equipment that was going to be submitted to the covid relief fund has been sent to FEMA first to see if it can be approved there. If not, then we will submit it for approval through Covid relief funds. Kasey is also getting quotes for some more equipment (ie IV pumps, N95 masks and other covid related supplies). Kasey stated he has also offered to do fit testing for the N95 masks to area schools and nursing homes. He will be doing this for Barry Community Care staff of August 19th.

Kasey had quotes on purchasing a new ambulance. The first quote was to re remount 3G16 to a new F550 ford chassis at the cost of $184,450.00 and the second was for a new F550 ford ambulance at the cost of $270,916.00. A motion was made by Gates and Seconded by Ross to do a remount for 3G16 at the cost of $184,450.00 Motion passed.

It has been brought up by a department head about CPF/AED training since we have AED’s located in several county buildings. Kasey stated he would get in contact with one of his part time employees who does this training and see if we could get some dates set up for this. It was the feeling of this committee that we as a county should have employees from each department trained in CPR and the use of our AED’s.

Lexi Damon from Illini Hospital wanted to let the Ambulance service know that they appreciate all for the help that the Ambulance crews have given to the Hospital this last month with the uprise in covid cases and that the relationship between the Ambulance service and Illini Hospital has improved dramatically over the last few months.

A motion to go into closed session pursuant to 5 ILCS 120/c1 was made by Gates and seconded by Ross at 7:55 p.m. Motion passed.

Returned to open session at 8:08 p.m. with no further business, Gates made a motion to adjourn seconded by Ross. Meeting adjourned at 8:10 p.m.

Minutes submitted by Tom Lewis.

Amy Gates made a motion to approve the Public Safety Committee minutes. Mark Mountain seconded. Voice vote 7-0. Minutes approved.

Economic Development Committee

The meeting was called to order at 10:10 a.m. Committee members present were Reta Hoskin and Derek Ross. Board Chairman Jim Sheppard, State’s Attorney Zach Boren, Brenda Middendorf, and Camden Arnold were also present. Committee member John Birch was absent.

The main purpose of the meeting was to continue discussions and consider further action involving a Commercial-Property Assessed Clean Energy (C-PACE) Program for Pike County. Per decisions at the June meeting, Zach had prepared a draft ordinance and related documents for review by the Committee. Zach had also highlighted some unresolved issues via an email. Using those documents, the committee discussed the following:

The draft, consistent with the version provided by the consultants, referenced $500,000 in total bonds that could be issued. Zach advised the amount is too large for PIke County but needs to be large enough to handle several potential clean energy projects over time. Jim pointed out the County’s equalized evaluation is $277,000.00. The Committee decided to change the draft to reflect $100,000,000.00.

Section 17 of the ordinance addresses designees who might negotiate an execute agreements. The Committee decided to replace “designated county officials” with Economic Development Committee or its designee (which could be Brenda Middendorf with the Pike County Economic Development Corporations) to negotiate agreements and the full Board for execution of agreements.

The Program Report is Exhibit A to the Ordinance. On Page 4 of the Program Report document, there is a reference to an Oversight Committee to work with the Illinois Energy Conservation Authority (IECA) to run the program. Zach will insert Economic Development Committee in parentheses following this and each subsequent reference.

The Assessment Contract is Exhibit A to the Program Report. On Page A-1 of this document, the County must state who gets notice information on behalf of the County. The Committee decided the Pike County State’s Attorney will be the contact. Zach will make that change here and elsewhere in the documents. The Committee did discuss the possibility of Brenda being the contact but since the Pike County Economic Development Corporation does not have an official agreement with Pike County, she cannot be the County’s representative.

The Program Development and Administrative Services Agreement is Exhibit B to the Ordinance. Within it and the other documents, the name of the program will be “The County of Pike Commercial-Property Assessed Clean Energy (Pike C-PACE) Program.”

Exhibit C to the Ordinance is the County’s agreement to pay the money to the capital lender, once the County receives the funds through the property tax bills. Zach has added language to give the County a basis to keep the money in the event we receive a partial payment for regular property tax portion of the bill. The County would still have an obligation to proceed with the tax bill foreclosure proves, but at least we would not have to otherwise collect regular property tax portion.

In the Program Report, the committee decided to state the County’s fee would be 1% or a minimum of $1000. The Committee did discuss the option of not including a minimum out of concern that the $1000 minimum might turn away some small businesses; however, it is believed the majority of loans would be at least $100,000 to be worthwhile for all parties involved.

The Committee further decided that the 1% County fee, which is collected at closing, will be shared equally (50/50) by the County and Pike County Economic Development Corporation.

The Committee approved the following motion, made by Derek and seconded by Reta:

In order to establish the County of Pike Commercial-Property Assessed Clean Energy Program, the Economic Development Committee puts forth the draft ordinance and accompanying documents, as amended at its August 2, 2021 ,meeting for approval by the full Pike County Board.

Zach will make the changes discussed and send revised drafts to all Board members prior to the August 23, 2021 Board Meeting.

Under Old Business, the Committee discussed the following: Brenda and Camden informed the Committee that invitations were going out that day for an elected officials’ meeting on August 16, 2021. American Recovery Act Funds will be addressed, among other issues.

Brenda reported that the County had received a payment of $150 on a loan payment involving Bowlers Universe. The loan had been closed out several years ago, so the payment must be sent to the State of Illinois. Zach will look into the situation to see if anything else needs to be done.

There was not any New Business or Public Comments.

Another meeting is not scheduled at this point.

The meeting was adjourned at 11:45 a.m. Motion by Derek, seconded by Reta. All approved.

Rodger Hannel made a motion to approve the Ordinance establishing a Property Assessed Clean Energy (CPAGE) Program and PACE area. Reta Hoskin seconded. Voice vote 8-0. Motion approved.

Reta Hoskin made a motion to approve the committee minutes. John Birch seconded. Voice vote 8-0. Minutes approved.

Insurance

The Pike County Board Insurance Committee met on Wednesday, August 18, 2021 at 1:30 p.m. Those present were Mark Mountain, Rodger Hannel, Jim Sheppard, Brenda DeSpain, Nicole McDonald, Brandy Wallis, and Natalie Roseberry.

Mark Mountain made a motion to send to Cory Phillips for answers to questions about Cyber Security and forward to Natalie Roseberry. Rodger Hannel seconded the motion, and the motion passed.

The total property claims to date of 6-25-2021 total $77,681-$2500 deductible, equals $75,181.25.

The total property claims:

Courthouse (01-10) 15,323.25

Courthouse BPP 48,604.91

Sheriff’s Office (02-01) 1,795.59

Sheriff’s Office BPP 8,510.40

Highway Office BPP 3,447.10

-Deductible 2500.00

Total Net Property Claims to date $75,181.25

The Principle dental insurance and vision rates will not change. The Principle life coverage will renew on the policy anniversary date of September 1, 2021. Mark Mountain made a motion and Rodger Hannel seconded to approve the Principal insurance coverage. Motion passed.

Bids for Health insurance will be submitted by Friday, August 27, 2021.

Derek Ross asked if by the 4:30 deadline, will the county have the bid from the Hope Trust. Chairman Sheppard stated that would be included. Sheppard stated the meeting will be scheduled for 8-30 at 6:00 p.m. to go over bids.

Derek Ross asked how the board can leave the Hope Trust if they chose to go with a different provider.

Chairman Sheppard stated they will purchase stop loss insurance at that dine. Derek Ross stated that it would be the month’s premium broken down.

Mark Mountain made a motion to adjourn at 2:05 p.m. Rodger Hannel seconded the motion, and the meeting adjourned.

1. New Business

Chariman Sheppard stated the 1st Budget hearing is set for September 16th in the Pike County Courthouse from 6:30 to 9:00 p.m.

1. Old Business

Derek Ross inquired about the discrepancy of the lightening strike bills. Zack Boren stated that if the board approves the committee report with expenses included, action can be taken.

Chairman Sheppard entertained a motion from Tom Lewis and seconded by Mark Sprague to amend claims to $25,455.00. Voice vote 8-0.

1. Chairman’s Remarks

Chairman Sheppard stated that the County Board had received a thank you note from a current employee thanking them for their hard work on the payroll transition.

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

Tom Lewis made a motion to approve expenses and Mileage and Per Diem. Amy Gates seconded. Voice vote 8-0. Motion approved.

1. Questions from Press and Visitors

None

1. Closed Session pursuant to 5 ILCS 120/2(c)(11) Pending, probable, imminent litigation and 5 ILCS 120/2(c)(5), Purchase or Lease of Real Property.

On a motion by Amy Gates and a second by John Birch, voice vote of 6-1, with Mark Mountain voting no, closed session was entered at 8:06 p.m.

Closed session exited at 8:28 on a motion by Ross and a second by Gates, voice vote 8-0.

No action was taken.

1. Adjournment

Amy Gates made a motion to adjourn, seconded by Tom Lewis. Meeting adjourned at 8:28 p.m.

Minutes submitted by Natalie Roseberry



