# Pike County Board

# Meeting Minutes

July 25, 2022

1. Call to order

Chairman Jim Sheppard called to order the regular meeting of the Pike County Board at 7:02 p.m. in the upper courtroom of the Pike County Courthouse.

1. Invocation and Pledge of Allegiance

Micheal Boren gave the invocation and Chairman Sheppard led in the Pledge of Allegiance.

1. Roll Call

Chairman Sheppard asked Deputy Clerk Haley Rezba to call roll. Board members present were, Chairman Sheppard, John Birch, Andy Borrowman, Reta Hoskin, Tom Lewis, Mark Mountain, and Mark Sprague. Absent were board members Amy Gates and Derek Ross.

1. Approval of Minutes from Pike County Board meeting on June 27th, 2022

Mark Sprague made a motion to approve the minutes. John Birch seconded. Voice vote 6-0. Motion approved.

1. Six month reports

John Birch made a motion to approve the minutes. Andy Borrowman seconded. Voice vote 6-0. Motion approved.

1. Consideration of Pictometry International (Eagleview) bid for aerial photography.

On the Eagleview contract, Zach Boren wants to make a change from a 30 day payment to 60 day.

Mark Mountain made a motion to approve with a 60 day payment using ARPA funds. Andy Borrowman seconded. Voice vote 6-0. Motion approved.

1. Appointment of Reta Hoskin and Sydney Himmelman to the 708 Board for 3 year terms ending in July 2025.

Andy Borrowman made a motion to approve the minutes. Tom Lewis seconded. Voice vote 6-0. Motion approved.

1. Committee Reports

Finance

Finance Committee Meeting Summary July 20, 2022

The Finance Committee meeting was called to order at 5:31pm. Members in attendance were Andy Borrowman, Amy Gates, and Reta Hoskin. Also present were Jim Sheppard, Board Chairman; Treasurer Scott Syrcle; Kerri Rodhouse from the County Treasurer’s Office; Charlie Ward with the County Clerk’s Office; Brenda DeSpain with the Highway Department, and Don Foster.

Under New Business:

* The Committee approved a motion to use $2588 in ARPA funds for a section of heating and air conditioning duct work at the Pike County Department of Public Health. Andy made the motion, and Reta seconded it.

Under Old Business:

* Paycom Status Update: The County Clerk’s Office continues to work on correcting the payroll issues. Fund balancing issues remain. It is hoped there will be some clarity on the funds with the payroll corrections.
* IMRF Status Update: The calculation of the regular IMRF withholding in employees’ paychecks was corrected in the last payroll. Department heads were informed of the amounts due employees from the past payrolls. Employees may either apply the amount to IMRF, if they believe they would benefit from that, or request a refund. There is one instance at the Highway Department where it appears the refund amount is in error. Brenda will address this with the Clerk’s Office. The voluntary IMRF contributions are still not being calculated correctly.
* Audit Status Update: Jim reported the audit cannot move forward until Paycom corrections are made. The County Clerk’s Office continues to work on this. Jim indicated the auditors may be able to begin sometime in September.

Under Public Comments:

* Scott reported that, due to an error when the County Clerk’s Office entered rates, some property owners were overcharged in their recent tax bills. Rates were incorrectly entered twice under a current multi township (Ross/Pleasant Hill) and a previous multi township (Atlas/Martinsburg/Ross/Pleasant Hill). After consultation with Devnet, the entity that provides the processing software, and consideration of various options, the Treasurer’s Office will collect payments as currently billed and issue refunds after the end of the tax year. If a property is involved in a tax sale, a certificate of error will be issued prior to the sale.

After review of the bills presented, Amy made a motion to approve $109,225.80 in bills. Andy seconded the motion. Motion approved. During the bill review, Amy noted that the County is paying for two separate postage meter machines at the Annex Building and inquired whether there might be some cost savings in just using one. Scott indicated the Treasurer’s Office had one for years and the Assessor’s Office and Zoning Office both use it. The Committee is inquiring whether the Clerk’s Office could use the same machine.

Scott reported our balance is $395,584.74.

Amy made a motion to adjourn. Andy seconded the motion. Motion approved. The meeting adjourned at 6:17pm.

John Birch made a motion to approve the minutes. Tom Lewis seconded. Voice vote 6-0. Motion approved.

Highway

The Road and Bridge Committee met Wednesday, July 20, 2022 at 4:00 pm at the County Highway Department. The meeting was called to order at 4:04pm.

Present were John Birch, Reta Hoskin, Mark Sprague and Jim Sheppard. Staff members present were Chris Johnson, Gary Laux and John McAllister. Visitors were Don Foster.

A motion was made by Reta Hoskin, seconded by Mark Sprague to pay claim reports dated July 20, 2022. All in favor. Motion carried.

A motion was made by Reta Hoskin, seconded by Mark Sprague to make a current part-time employee a full-time employee for the open maintenance position created by an employee changing employment and to change the introductory pay policy of the Pike County Highway Department in the employee handbook from a 3 year period to a 2 year period. All in favor, motion carried.

A motion was made by Mark Sprague, seconded by Reta Hoskin to approve six-month report as presented. All in favor, motion carried.

County Engineer’s Report: Improvements to CH-13 are going well. The last section should be hard surfaced by the end of summer.

OLD BUSINESS: Paperwork on the USDA loan continues

The interior of the new building needs power washed before moving and we are in the process of obtaining bids.

A request has been made for the liability insurance amounts regarding prior storm damage to the highway department building be deposited into the County Highway Fund to be used for expenses at the new building.

Reta Hoskin reported that research on the use of funds for the Cincinnati Landing request for gravel continues in an effort to assist the cabin owners and maintain the area for the good of the County if possible. The may or may not involve the highway department, depending on where the research takes us.

A motion was made by Mark Sprague, seconded by Reta Hoskin to adjourn meeting at 5:16pm. All in favor. Motion carried.

Andy Borrowman made a motion to approve the minutes. Mark Mountain seconded. Voice vote 6-0. Motion approved.

Building and Grounds

The Building and Grounds Committee of the Pike County Board met on June 15, 2022.  Meeting called to order at 3:00pm by committee chair Sprague.

Members present were Lewis, Sprague, and county board chair Sheppard.  Absent Mountain.

Others present were Charlie Ward, Sheriff Greenwood, and Darwin Fenstra.

Routine bills in the amount of $7,868.02 were approved for payment on a motion by Lewis and second by Sprague.

Sheriff Greenwood made a request to fix the fire alarm system at the Pike County Jail and Sheriff’s Office.  Greenwood had obtained an emergency bid from Getz Fire Equipment for approximately $150,000.00 for this project. There are 160 different connections to be made with $39,252 in equipment plus the electrician’s time to install.  On a motion by Lewis and second by Sprague, the committee approved using ARPA funds for this project subject to full board approval.

The Sheriff also reported he is getting bids for complete sewer pipe replacement in his building using 6 inch PVC with multiple clean outs throughout.  Apparently the population has figured out that if you get mad, you can flush a bunch of stuff down the toilet and the existing pipes will clog and cause chaos.

Also at Jail/Sheriff’s office, they are seeking bids on the outdated HVAC Control System. Peters and Excel are putting together quotes.  Overcrowding still an issue, 63 beds and 73 people in jail.

Elevator inspection at courthouse found 16 concerns.  Most of these can be fixed internally and the rest by our contractor, Kone.

Darwin reported Peters H & A gave us credit for the $6200 extra they billed on courthouse AC.  Also we are holding their final $1500.00 bill until they finish the job.  Darwin needs a new Lawn Mower.

Meeting adjourned at 3:55 p.m. on a motion by Lewis and second by Sprague.

Fire Alarm bid not to exceed $150,000.

A motion made by Tom Lewis to approve the minutes. Seconded by Mark Mountain. Voice vote 6-0. Motion approved.

The Building and Grounds Committee of the Pike County Board met on July 20th , 2022.

The meeting was called to order by committee chair Sprague at 3:00.

Committee members present were Mountain, Lewis, Sprague and board chair Sheppard. Also present was Charlie from the County Clerk’s Office.

On a motion by Lewis and second  by Mountain, routine bills in the amount of $10,178.68 were approved for payment.

Lewis reported:  The loan payment for the county lighting project is coming due middle of August.  The total payoff amount is $114,139.40 as of 08/17/22.  On a motion by Lewis and second by Mountain, the committee approved full payoff of this loan using ARPA funds pending full board approval.

The meeting was adjourned at 3:46pm on a motion by Lewis and second by Mountain.

Full pay off of lighting loan of $114,230.44 using ARPA funds payable by 7-27-2022. Motion made by Andy Borrowman, seconded by Mark Mountain. Voice vote 6-0. Motion passed.

A motion made by Tom Lewis and seconded by Andy Borrowman to approves the minutes. Voice vote 6-0. Motion passed.

GIS/IT

The GIS/IT Committee was called to order at 5:41 PM on Jul 12th, 2022. Those in attendance were committee members Derek Ross, Reta Hoskin, and Amy Gates. Also in attendance were Dan Brennecke, Nicole McDonald, and Brenda Despain.

Under **New Business:**

* Fly over quotes: Brad Arshat from The Sanborn Map Company, Inc. bid a total of $172,107.38. Lowell Davis from EagleView Technologies bid a total of $141,923.50, plus EagleView has integration with Proval and WTH. Amy made a motion and Reta seconded to recommend EagleView to the Full Board for consideration.

Under **Old Business:**

* Cyber Security Employee Training: Brenda is still working on what training to provide for employees.
* Update on converting to “dot” Gov: GFI has put off completing the project because the deadline is not until July 2023. The Committee will continue to monitor the progress.
* Court House Wiring: Mike Devine has been wiring, but limited to only working Thursday and Friday, due to Court. The project is taking a bit longer, but ongoing.

Under **Public Comments:**

 None

Motion to pay bills in the amount of $ 11,371.76 was made by Amy Gates and seconded by Reta Hoskin. The motion passed.

Amy Gates made a motion and seconded by Reta Hoskin to adjourn. The motion passed and the meeting adjourned at 7:43 PM.

Mark Mountain made a motion to approve the minutes. Mark Sprague seconded. Voice vote 6-0. Motion approved.

Public Safety

The Public Safety Committee meet on 7/20/2022 at 7PM at the Ambulance Building.Members Present were Tom Lewis,Amy Gates,and Jim Sheppard. Derek Ross was Absent.Also present was Ambulance Administrator Kasey Kendall.

Administrators Report:

Kasey gave the Call run totals for the month of June. We ran 196 calls 49 calls were transfer and we had 2 covid/flu like symptom calls.Update on the Ambulances that have been ordered still no time frame for the front line ambulance that was ordered last fall and the Transfer ambulance that was to be here the first of July is now looking to arriving in October.

Kasey stated that he had been incontact with Tim Waters about getting a Quote on pouring a concrete pad so we could land helicopters at the Ambulance building.Tim had a question if this would have to be prevailing wages and some other questions about specs for the pad.Kasey was informed that it would have to be prevailing wages and he stated he would get back with Tim on this.

The issue with the contract concerning payment from Medicare/medicaid that was discussed last month was tables until next month.This will allow our billing provider to come down and give us more information on this.

Kasey gave us an update on personnel stating that we had on Paramedic resign and an EMT turn in their paperwork to retire at the end of August.He has application coming in thru August 5 for EMT’s.At this time he has 3 application for this position and will be seeking Applicants for the Paramedic position.

Amy Made a motion to pay bills in the amount of $39595.49 Seconded by Lewis.Motion Passed.

With no further Business to be discussed Amy made a motion to adjourn seconded by Lewis.Motion carried and meeting was adjourned at 7:18 pm.

Mark Sprague made a motion to approve the minutes. Andy Borrowman seconded. Voice vote 6-0. Motion approved.

ETSB

The Emergency Telephone Systems Board of Pike County met at 7:00PM Tuesday July 19, 2022 in the Emergency Operations Center of the Pike County Jail. Members present were; Jon Fesler, Tom Lewis, Jason White, Larry Bradshaw, Michael Starman, Josh Martin, Jason White, Jim Sheppard and 911 coordinator Stephanie Reinhardt.

$10,470.50 in bills were approved on a motion by Michael Starman and a second by Jason White.

Stephanie Reinhardt reported that the Eventide upgrade(recorder) has been installed and will not be billed until the grant for it has come through. We next reviewed the quotes from Indigital for the required upgrade to our telephone system to receive emergency text messages. The board approved the quote for $92,908.94 on a motion by Michael Starman and a second by Josh Martin.

Stephanie reported a situation that had arisen where access was needed to the server that 911 purchased this winter. This was needed to correct a problem with the Priority Dispatch software. Stephanie did not have the password. Dan Brennecke was on vacation and the password that Angie Brawdy had would not work. Upon further investigation, it was learned that GFI had changed the password and not notified Dan. Stephanie requests that she be given the password to prevent this situation in the future.

Next ETSB meeting will be October 4, 2022 at 7:00PM

Meeting adjourned at 7:40PM on a motion by Tom Lewis and second by Michael Starman.

Mark Mountain made a motion to approve the minutes. Andy Borrowman seconded. Voice vote 6-0. Motion approved.

Insurance

Meeting was called to order by Andy at 2:30pm at the Pike County Government Building in the upstairs conference room.

Those present were Andy Borrowman, Mark Mountain, Tom Lewis and Board Chairman Jim Sheppard.

Also present were Highway engineer Chris Johnson, Brandy Wallis, Brenda DeSpain from the county and Alex Snedeker, Jacob Janssen and Jason Booth from Snedeker Risk Management.

Alex updated us on the workers comp audit and let us know our workers comp adjustment this year was $4,561.00.

Jason Booth then gave the committee an update on health insurance and our cost difference. Between 2017 and 2022 the estimated average annual change in total cost per covered employee was 2.27%

Under new business Chairman Sheppard indicated to the committee that the IMRF rate will go down to 6.97% from 7.8%

No old business

A motion was made by Mark to pay work comp adjustment invoice totaling $4,561.00 second by Tom and motion carried.

Motion by Mark to adjourn second by Tom and motion carried.

Adjournment at 3:25pm.

Tom Lewis made a motion to approve the minutes. Mark Sprague seconded. Voice vote 6-0. Motion approved.

1. New Business

Ag Committee needs to have a meeting August 17, 2022 at 2pm in the annex conference room.

1. Old Business

None

1. Chairman’s Remarks

Farm Bureau Steak Fry 8-8-2022

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

Motion to approve made by Andy Borrowman. Seconded by Mark Sprague. Voice vote 6-0. Motion approved.

1. Questions from Press and Visitors

None

1. Adjournment

Motion made by Tom Lewis and seconded by John Birch to adjourn meeting at 8:21pm. Voice vote 6-0. Meeting adjourned.

Minutes submitted by Haley Rezba.



