# Pike County Board

# Meeting Minutes

June 27th, 2022

1. Call to order

Chairman Jim Sheppard called to order the regular meeting of the Pike County Board at 7:01 p.m. in the upper courtroom of the Pike County Courthouse.

1. Invocation and Pledge of Allegiance

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

1. Roll Call

Chairman Sheppard asked County Clerk Natalie Roseberry to call roll. Board members present were, Chairman Sheppard, John Birch, Andy Borrowman, Reta Hoskin, Tom Lewis, and Derek Ross. Absent was Mark Mountain and Mark Sprague.

1. Approval of Minutes from Pike County Board meeting on May 23rd, 2022

Tom Lewis made a motion to approve the minutes as amended. John Birch seconded. Voice vote 5-0. Motion approved.

1. Appointment of Bill Hartman to the Bay Creek Watershed Conservancy District Board for a term to expire in 5 years.

Andy Borrowman made a motion to approve the appointment. Tom Lewis seconded. Voice vote 5-0. Appointment approved.

1. Closed Session pursuant to 5 ILCS 120/2(c)(11) Pending, probable, or imminent litigation.

Andy Borrowman made a motion to enter into closed session. Tom Lewis seconded. Voice vote 3-2. John Birch and Reta Hoskin voting nay.

Closes session entered: 7:05 p.m.

Closed session ended: 7:57 p.m.

1. Committee Reports

Finance

The Finance Committee meeting was called to order at 5:30 pm. Members in attendance were Andy Borrowman, Amy Gates (via phone), and Reta Hoskin. Also present were Jim Sheppard, Board Chairman; Zach Boren, State’s Attorney; David Greenwood, Sheriff; Treasurer Scott Syrcle; Kerri Rodhouse and Dawn Leahr from the County Treasurer's Office; Haley Rezba with the County Clerk’s Office; Don Foster; and David Camphouse.

Under New Business:

* The State’s Attorney and Sheriff presented their proposal for the creation of a joint investigator position. After discussion of the proposal, the Committee passed the following motion, put forward by Andy and seconded by Amy: **The Committee recommends the full Board consider creating a joint investigator position between the State’s Attorney’s Office and the Sheriff’s Department, and that Chasity Anderson be appointed to that position at a salary of $44,065. This would require an increase of $9,180 in the State’s Attorney’s Office for the remainder of this Fiscal Year.** The salary would be consistent with that of a 20-year dispatcher. Ms. Anderson is currently a School Resource Officer. On an annual basis, this change would result in an increase of $22,033 to the State’s Attorney’s budget; however, there may be a savings in the Sheriff’s Department depending upon potential changes with local schools regarding SRO positions.
* The Committee was asked the consider creating a formal policy for all County Stipends to streamline account procedures through payroll. After discussion, the Committee determined it was best to leave the stipend issue to the various departments to resolve.

Under Old Business:

* Paycom Status Update: The Treasurer's Officebelieves that CIC (the accounting system) has an interface to collect and use data from Paycom (the payroll system). The Treasurer's Office may be willing to pay for the interface out of its budget. Further discussion is needed. Once the payroll information is corrected, this interface could resolve the issues with monitoring spending and the budget.
* IMRF Status Update: There was not any progress to report
* Audit Status Update: The County Clerk’s Office continues to work on correcting the payrolls from 2021. Jim indicated that if the payroll corrections can be completed by the end of this month, it is possible that the auditors might have an audit completed in August. Once completed, the County must file the audit with the State’s Grant Accountability and Transparency Act (GATA) system. While it is not filed, the County is in danger of being placed on the State’s “no pay” list and the application for the USDA loan for the new Highway building may be delayed.

Under Public Comments:

* Sheriff Greenwood indicated he is no longer receiving monthly reports that document spending in comparison to budgeted amounts for the various funding lines. This is due to the situation that the new payroll system does not communicate with the accounting system. Haley indicated she can run a report that shows spending compared to budget for the payrolls of 12/16/22 through 6/10/22, the first six months of the Fiscal Year, for the Sheriff’s Department. She could also run this report for other Departments upon request.

After review of the bills presented, Andy made a motion to approve $122,627.82 in bills. Rita seconded the motion. Motion approved. Amy abstained from voting since she was not on site to review the bills.

Scott reported our balance is $109,061.58.

Amy made a motion to adjourn. Amy seconded the motion. Motion approved. The meeting adjourned at 7:04 pm.

Andy Borrowman made a motion to approve the hiring of Chastity Anderson to serve as investigator for the State’s Attorney’s Office. Reta Hoskin seconded. Voice vote 5-0. Motion approved.

John Birch made a motion to approve the finance report. Tom Lewis seconded. Voice vote 5 -0. Minutes approved.

Highway

The Road and Bridge Committee met Wednesday, June 15, 2022 at 4:00 p.m. at the County Highway Department. The meeting was called to order at 4:07 p.m.

**ROLL CALL:**

Present: John Birch, Reta Hoskin, Mark Sprague and Jim Sheppard

Absent:

Staff: Chris Johnson

Visitors: DOn Foster, Judi Sutton, Joe Fesler

**PUBLIC COMMENT:** None.

**PAYMENT OF CLAIMS:** A motion was made by Mark Sprague, seconded by Reta Hoskin to pay claims per claim reports dated June 15, 2022. All in favor. Motion carried.

**HALF AID TO BRIDGE SETTLEMENTS:** None.

**CINCINNATI LANDING FUNDING:** Judi Sutton and Joe Fesler attended to discuss funding for the Cincinnati Landing road inside the levee. Funding discussed included property taxes, money from Corps of Engineer Leases returned to the County, and Refuge Revenue Sharing funds sent to the County by the US Department of Interior. The use and distribution of funds was discussed. Judi Sutton will follow up with the County Treasurer on distribution of the Lease money. She will also contact the Corps of Engineers regarding what they think are allowable uses of the lease money which they collect and return to the County. No action was taken.

**OIL AND CHIP BIDS:** A motion was made by Mark Sprague, seconded by Reta Hoskin to accept the 2022 Township Oil and Chip bids to Illinois Valley Paving in the sum of $1,788,852.10. All in favor, motion carried. Some Townships have since scaled back projects due to cost. The total project cost is now $1,430,600.15.

**NEW BUSINESS:**

County Engineer’s Report –

* Currently crew are putting in various culverts around the County
* CH-13 should be all oil/chip by the end of the summer
* Mowing of roadsides started this month.

**OLD BUSINESS:**

* Closing for the building purchase is now set for June 22, 2022.

**ADJOURNMENT:** A motion was made by Mark Sprague, seconded by Reta Hoskin to adjourn meeting at 4:55 p.m. All in favor. Motion carried.

Derek Ross made a motion to approve. Andrew Borrowman seconded. Voice vote 5-0. Minutes approved.

Building and Grounds

None Reported

GIS/IT

The meeting was called to order at 5:35 pm. Present were committee members Amy Gates and Reta Hoskin. Absent was Derek Ross. Also present was Jim Sheppard, Brenda DeSpain, and Nicole McDonald.

Bills were reviewed totaling $11,972.19. $5,534.22 are to be paid from the GIS/IT line, while $6,437.97 will be paid from the General Funds. Amy made the motion to approve; Reta seconded. All approved.

The Provol conversion is almost complete with one minor item yet to be finished. The cost is $4200 (21 hours at $200 per hour) instead of the $8000 originally quoted.

Brenda updated the Committee on the .gov project. GFI has completed the statement of work. The next steps are in GFI’s hands. There is time to complete this project.

Brenda also updated the Committee on the Courthouse rewire project. Mike Devine is working mainly on Thursdays and Fridays due to the Court schedule. Mike wants to put an additional switch in the Courthouse. The Committee agreed that all ling as the cost is not excessive. He has completed all the paths. Mike found one wire with black electrical wire around it, Brenda will follow up to ensure that it is addressed.

Brenda is continuing research on cyber training for County employees. She will ask our insurance company which of their training modules would be most applicable and beneficial. She will also inquire whether it has any suggestions for tracking completion of training by employees.

Brenda reported that she had collected sample requests for bids for IT services. Reta offered to help with drafting the IT requests for bids. The Committee hopes to have a draft ready for review for its next meeting.

The City of Pittsfield has begun using Granite Phone Service. We are monitoring its experience to determine if this change saves it money.

Brenda reported that the cost to pay off the leases for the currently leased computers would be $106,158.85. The lease covers 4/5/20 to 4/5/25. There would not be any financial savings for and early payoff.

Brenda will inquire within the Circuit Clerk’s Office as to what happened to the computers it recently replaced.

Under old business, Nicole updated the Committee on the aerial photography bid. Two companies responded. Eagleview ($141,923) and Sanborn ($172,104). Eagleview offered a second flight at $133,265. WTH works with both of these companies. Eagleview would start in February of 2023 and have results in June 2023. Sanborn would fly in March or April of 2023 and have results in August of 2023. Eagleview offers a change finder as part of its package, which would enable this Assessor's Office to compare current pictures with the new pictures electronically. Nicole will contact both companies’ representatives and offer them the opportunity to give a 15 minute presentation of their proposal during the next GIS/IT Committee meeting on July 12th. Nicole will share both bids with all board members prior to the 12th.

There was not any new business or public comment.

Amy made a motion to adjourn; Reta seconded. All approved. The meeting was adjourned at 6:32pm.

John Birch made a motion to approve the switch. Derek Ross seconded. Voice vote 5-0. Motion approved.

Reta Hoskin made a motion to approve the committee report. Tom Lewis seconded. Voice vote 5-0. Report approved.

Public Safety,

The Public Safety Committee met on 06/15/2022 at the Ambulance Building. Members present were Tom Lewis, Derek Ross, Jim Shepard, Amy Gates by phone, and Ambulance Administrator Kasey Kendal. Also present was employees of the Pike County Ambulance Service.

Bills in the Amount of $71,571.20 were approved on a motion by Ross and seconded by Lewis, Motion carried.

Administrator’s report:

Kasey gave an update on the Budget on the up and down on certain line items.

Kasey stated that there were 193 calls for the month of May and 966 for the year. There were 36 transfers for the month of May and 189 for the year. Staffing for the transfer crew for the Month of June is down but this is expected due to the summer time.

At last month's meeting it was discussed about using the Pittsfield Airport to land helicopters in the area. Kasey talked to the Pittsfield Mayor and the city has no issues with them landing helicopters at the Airport. Kasey is also looking into the cost to put a landing pad at the ambulance building. The recommended size is 40x40 and six inches thick.

There is still nothing new on the new remount ambulance. Still waiting on a chassis. The new transfer ambulance is still scheduled to arrive in mid July.

Ambulance 3G14 is having A/C issues. Gem City Ford will be doing the repair at a cost of $1600.00.

Hamilton Medical services came down and did ventilator training for the employees and employees of the Illini Hospital.

Training on the Lucas Devices have started and about half of the first responder services are done.

Cads training was done on 06/115/22. Tyler gave an overview of the training and Kasey stated that there were a few part time employees that were unable to attend but will be doing the online class.

Kasey informed the committee on the IDPH bill. We have had a contract with them for enhanced rates. This is a yearly renewal which he was not aware of. Under the contract we receive a higher payment but have to refund 50% back to IDPH. Amy made a motion to not renew the contract. After a lengthy discussion on this issue and no second on this. Motion failed. Kasey will be getting more information on this and bring it back to the committee next month. So we can make an informed decision to renew or not renew this contract.

A motion to go into closed session pursuant to 5ILCS120/2C1 Personnel was made by Ross and Seconded by Gates. Motion carried at 7:44 pm.

After returning to open session and with no further business Ross made a motion to Adjourn and was seconded by Gates. Motion carried and the meeting was adjourned at 8:05 pm.

Andrew Borrowman made a motion to approve the minutes. John Birch seconded. Voice vote 5-0. Minutes approved.

1. New Business

None

1. Old Business

None

1. Chairman’s Remarks

None

1. Summary of Expenses, Mileage and Per Diem

Tom Lewis made a motion to approve the Mileage and Per Diem as amended. John Birch seconded. Voice vote 5-0. Motion approved.

1. Questions from the press and visitors. No more that 5 minutes

Brenda Despain spoke on her concerns over the IMRF retirement issue. No board comment was made. She questioned where the IMRF overpayments that had been paid by employees went, and Chairman Sheppard stated he believed it should be in the clearing accounts.

1. Adjournment

Andrew Borrowman made a motion to adjourn the meeting, seconded by John Birch. Voice vote 5-0. Motion approved and meeting adjourned at 8:25 pm.

Minutes submitted by Natalie Roseberry.



