# Pike County Board

# Meeting Minutes

September 26, 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

Andy Borrowman 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 Derek Ross. Absent were board members Amy Gates and Mark Sprague.

1. Approval of Minutes from Pike County Board meeting on August 22nd, 2022

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

1. Appointment of Fire Protection District Trustees for the Hull-Kinderhook Fire Protection District. Lester L Vincent as Trustee for a term expiring the first Monday in May 2025.

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

1. Gary Weir as Trustee for a term expiring the first Monday in May 2025.

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

\*\*\* Board Member Amy Gates arrived\*\*\*

1. Approval of The County of Pike, as Trustee for the Taxing Districts therein, purchasing parcel numbers: 43-080-09, 43-027-11, 43-028-01, and 43-028-06.

Andy Borrowman made a motion to approve. Mark Mountain seconded. Voice vote 7-0. Motion approved.

1. Proposed mural of Government Building (Aaron Williams)

This would be done by Free Sky Studios and no cost to the County.

Total cost will be $50,000 and will be paid for by fundraising.

Andy Borrowman wants to know if other murals they have done are on Government Buildings. –No, they are not.

Amy Gates doesn’t want the mural to say Pittsfield, wants it to say Pike County.

The mural will come with a 10 year warranty and no maintenance will be required.

This is being tabled to Building and Grounds.

1. 2023 Health Insurance renewal and Proposed Employee Rates.

Plan breakdowns included in packets, board would like the price breakdown to show all amounts. No vote.

1. Committee Reports

Finance

The Finance Committee meeting was called to order at 5:31pm on September 21, 2022. Members in attendance were Andy Borrowman and Reta Hoskin. Member Amy Gates was absent. Also present were Jim Sheppard, Board Chairman; Board Members John Birch and Derek Ross; Treasurer Scott Syrcle; Natalie Roseberry, County Clerk (via phone); Sheriff David Greenwood; Brenda DeSpain with the Highway Department; Kerri Rodhouse from the Treasurer’s Office; Haley Rezba from the County Clerk’s Office; and guests Don Foster, Dan Brennecke, Shelly Brennecke, and Gage Weir.

Bills:

After review of the bills presented, Andy made a motion to approve $149,403.40 in bills. Reta seconded the motion. Motion approved.

Scott reported our general fund balance is $373,715.06. This is after the Building and Grounds and Finance bills.

New Business:

* Jim reported that two months ago the Highway Department had a payout to an employee of over $12,300 for 429 hours of accrued vacation. Then, last week the Public Health Department had three payouts of over $7,500 each. The Clerk’s Office believes these payouts will exceed the IMRF assessments and result in a significant cost to the County. Derek suggested there might be exceptions in the IMRF regulations regarding the treatment of these payouts. He will forward language to Natalie for further review. The Labor Committee will review the vacation accrual policies for the county employees.

Old Business:

* Paycom Status Update: The County Clerk’s Office is working to complete entries.
* IMRF Status Update: The voluntary IMRF contributions are still not being calculated correctly. Haley is working with Paycom on this. The August IMRF payment had just been made.
* Audit Status Update: Natalie forwarded material to the auditors on August 21, 2022. They may be able to review it in October and plan field work for November. Scott indicated that another outstanding audit issue is none of the budget amendments for 2021 have been entered into the system. The Illinois Department of Commerce and Economic Opportunity has referred Pike County to the State’s no payment list due to the late audit.
* ARPA Funds: The Committee did not consider any specific requests. Reta suggested that we might reserve sufficient ARPA funds to temporarily cover any delay in grant funds for the health department should grant payments be stopped. Jim reported that he is suggesting ARPA funds be used to cover this year’s increase in health insurance costs. He indicated there will be an increase of 8 to 9% per employee per plan (an average of $81.53 per employee).
* Paycom/CIC: Scott arranged a demonstration from CIC on a portal for transferring data between Paycom and CIC so the payroll and accounting systems can communicate with each other. The cost will be $5,545 for the initial purchase and $1,345 annually for maintenance and support. Andy made a motion to table this issue until budget meetings that will occur in October. Reta seconded the motion. Motion approved.

Public Comments:

Scott told the Committee he intends to pay off the anticipatory note and asked if there were any concerns. There were no concerns from anyone in attendance, and he will move forward with that action.

Andy made a motion to adjourn. Reta seconded the motion. Motion approved. The meeting adjourned at 7:01pm.

Derek Ross wants to see the County using PayCom with all the Department Heads to keep track of time earned. Would like to go over all of this at an administrators meeting.

Derek Ross made a motion to approve the minutes. John Birch seconded. Voice vote 7-0. Motion approved.

Highway

The Road and Bridge Committee met Wednesday, September 21, 2022 at 4:00 pm at the County Highway Department. The meeting was called to order at 4:03pm.

Present were John Birch, Reta Hoskin, and Jim Sheppard. Absent was Mark Sprague. Staff members present were Chris Johnson and Gary Laux. Visitors were Don Foster, Kirby Hobbs and Max Middendorf

Public Comment:

Pittsfield Township Road Commissioner, Kirby Hobbs, addressed the committee regarding his intention to have Cummins Engineering support his township and their dealings with the Windmill Farm. The County Engineer advised that Pike County was only dealing with barely over a 1 mile of average oil/chip road on County Highway 13. He had a meeting with the State’s Attorney who is looking into what the County actually may or may not be able to do. With such small amount of road affected, he did not see a big risk to the County.

A motion was made by Reta Hoskin, seconded by John Birch to pay claim reports dated September 21, 2022. All in favor. Motion carried.

Pleasant Vale Township Bridge Section 20-22113-00-BR: A motion was made by Reta Hoskin, seconded by John Birch to approve County Contractors bid in the sum of $467,457.30 and to execute the contract on behalf of the County. All in favor. Motion carried

Half Aid to Bridge Settlements: None

County Engineer’s Report:

Three old dump trucks were sold on GovDeals.com.

Crews will begin shoulder work on CH-57 soon

The audit was discussed

Wages will be discussed next month

OLD BUSINESS:

The Architectural Services Agreement for the new building for the USDA loan was discussed. Since all three committee members were not present the members attending were not willing to commit to an architectural agreement to do improvements to the new facility at this time. Members Birch and Hoskin questioned whether additional office space was needed. The matter was tabled until next month.

A motion was made by John Birch seconded by Reta Hoskin to adjourn meeting at 5:13pm. All in favor. Motion carried.

Mark Mountain made a motion to approve the minutes. Reta Hoskin seconded. Voice vote 7-0. Motion approved.

Building and Grounds

There was no Building and Grounds meeting for the month of September due to the Agenda not being posted to the public.

Included in the packets were the financial reports from the County accounts payable clerk.

Tom Lewis made a motion to approve. Mark Mountain seconded. Voice vote 7-0. Motion approved.

GIS/IT

The GIS/IT Committee was called to order at 5:36 PM on September 13th, 2022. Those in attendance were committee members Derek Ross, Reta Hoskin, and Jim Sheppard. Also in attendance were Dan Brennecke, and Brenda Despain.

Under **New Business:**

* Mike Devine submitted a bid in the amount of $20,935.00, to rewire the Sheriff’s office. A motion was made by Reta Hoskin and seconded by Derek Ross to forward the bid to the full board for consideration to use ARPA money to pay for the upgrade.
* The October GIS/IT meeting is set for October 20th at 5:30 PM.
* Brenda brought up there is the availability of Microsoft 365 Administrator training at $130/hr offered by a teacher from John Wood. She believes there is interest from The Sheriff’s Office and Health Department along with her in doing the training. She will bring more details to the October meeting for consideration. This may also help address how to set up and store former employee/board member emails, which has been discussed in prior committee meetings.
* Brenda will pass along a Dell Computer link that may offer employees a discount on personal Dell Computer purchases.

Under **Old Business:**

* Court House Wiring: We believe Mike Devine will complete the wiring work in the Court House on October 10th. It is anticipated he will use the existing hardware available instead of waiting for the new switch.
* Managed IT: Though the committee is no further on a Managed IT recommendation, Tigerhawk Technologies, a vendor out of Hannibal, MO, has presented taking over the County’s IT monitoring and service needs. Currently GFI charges $120/hr for IT service to the County and Tigerhawk’s proposal is a rate of $90/hr. Tigerhawk will do a walkthrough of the County Buildings and make a formal proposal for consideration at the October 20th GIS/IT meeting. The anticipated change in vendors would not occur until December 1st, 2022 at the earliest.

Under **Public Comments:**

 None

Motion to pay bills in the amount of $ 17,245.76 was made by Reta Hoskin and seconded by
Derek Ross. The motion passed.

Reta Hoskin made a motion and seconded by Derek Ross to adjourn. The motion passed and the meeting adjourned at 7:41 PM.

John Birch made a motion to approve the minutes. Andy Borrowman seconded. Voice vote 7-0. Motion approved.

Public Safety

 The Public Safety Committee meet at 7pm at the Pike County Ambulance Building.Members Present were Derek Ross,Jim Sheppard,And Tom Lewis.Absent Was Amy Gates.Also Present were Kasey Kendall Ambulance Administrator,Lexi Damon from Illini Hospital and Don Foster.

Tim Moen from Professional Billing Service was on Teams to discuss the GEMT program for Pike County.This program is a Federally funded program with Medicaid. This program allows us to get to a higher pay for services rendered. For example we get paid $386.22 with out the program and would get $849.56 with the program. Which is a $463.34 difference. The think to remember is that we have to budget this because quarterly we have to reimburse the State of Illinois 50% back to them.Still leaving the Ambulance service a $231.67 in additional income.The question was brought up about why it went back to the State.Tim Stated that the 50% that went back to the state went like this 27% was used by the state were ever it wanted to and the other 23% was used to help fund non GEMT entities.It was also brought up about the 6% that we pay Professional Billing Service for doing our billing which includes the GEMT program.Tim stated that the 6% that we are getting charged for on the GEMT program would be reimbursed back to the Ambulance Service from them. Kasey will be looking into the contract that has to been filled out and keep the committee informed on the and have things ready for next months meeting.

Administrators Report

Kasey gave the run totals for the month of august.We had 253 911 calls 51 transfers 8 covid/flu like illness and our average response time is still around 13 minute.Kasey did state that transfers were going well but the transfer crew is not alway fully staffed.The EMT class started September 1 and has 14 people taking this class.Kasey along with Pike County Ambulance,Spring Creek FD,and Pleasant Hill FD put on a mock car crash at Pleasant Hill during their home coming week.Kasey stated that there was good interaction with the high school students about making good decision when driving. There will be a mass casualty drill held at 6pm on September 29 at Pike County Lumber.The Pike County Ambulance,Pittsfield Fd,Pike County Sheriff's department along with Air Evac and the Illini Hospital will be involved in this Drill.Kasey attended a Active shooter drill with Pikeland School and did a walk thru of the school.On 09/22/22 Kasey was to attended a meeting in Brown County along with Adams EMS,Brown County EMS and the County Sheriffs from those areas. To discuss what was need from each side incase we ever have an active shooter in our area. Kasey also stated that after having discussions with Blessing Hospital,illini hospital and Blessing risk management we are able to use the helipad at Illini Hospital again.There is certain things that have to be done which includes good communication between the the Ambulance crew and the Hospital that they will be using the helipad.

Lexi Damon From Illini Hospital stated that she has taken over a few more duties at the Hospital.Which includes working with the Ambulance service so we can keep our Medical Control at Illini.Lexi stated that things are going well between Illini and the Ambulance service and appreciate the help the Ambulance Crews give them at the hospital.

No other old business

No other new business

No public comment

Motion to pay bills in the amount $35836.39 was made by Ross seconded by Lewis Motion passed.

With no further business a motion to adjourn was made by Ross seconded by Lewis motion Passed meeting was adjourned at 8:05pm

Derek Ross made a motion to approve the minutes. Andy Borrowman seconded. Voice vote 7-0. Motion approved.

Insurance

Meeting was called to order by Andy. Those present Andy Borrowman, Mark Mountain , Tom Lewis and Board Chairman Jim Sheppard.

Also present Jason Booth and Jacob from Snedeker Risk Management also Brenda DeSpain, Brandy Wallsi , Nicole McDonald , Paula Dean , Haley Rezba .

HRA claims are at $ 25,837.74 and were budgeted at 100,000.

HRP increase is poolwide not just Pike.

Committee approved Renewal Rates to be moved for full board approval by a motion by Mark and second by Tom motion carried.

Rate sheets will be in each board members packet.

Committee approved to recommend full board approval to use ARPA funds totaling $ 80,000 covid 19 portion of Renewal Rate by a motion by a motion by Tom and second by Mark motion carried.

Rate increases will be split between Employer and Employees

Meeting was adjourned at 2:09pm by motion by Mark and second by Tom motion carried.

Tom Lewis made a motion to approve the minutes. Derek Ross seconded. Voice vote 7-0. Motion approved.

Rates as presented. Motion made by Andy Borrowman, seconded by Tom Lewis. Voice vote 4-3

Use of ARPA funds to cover $81.53 of the price increase. Motion made by Andy Borrowman, seconded by Mark Mountain. Voice vote 4-3

Labor

Meeting was called to order by Andy at 10am. Those present were Tom Lewis, Andy Borrowman, Board Chairman Jim Sheppard, Ambulance Administrator Kasey Kendall and Sheriff David Greenwood. Absent was Mark Mountain.

A call was made to our labor attorney Rhett Barke and we discussed future union negotiations with Rhett on speaker phone.

It was agreed that Rhett would reach out to booth unions and get some dates to meet to start negotiations. We hoped to be able to meet with both unions on the same day to save Rhett from making two trips.

Meeting adjourned at 10:52am.

Tom Lewis made a motion to approve the minutes. Mark Mountain seconded. Voice vote 7-0. Motion approved.

Economic Development

The Economic Development Committee met on September 26, 2022.  The meeting was called to order at 6:36pm.   Present were John Birch,  Derek Ross, Reta Hoskin, and Brenda Middendorf.

The committee discussed recommendations from the Accommodation Tax Advisory Board after its review of the recent
Accommodations tax project funding program applications.  They are as follows:

Harpole's heartland lodge, $4356 for marketing, primarily online.

William Watson Hotel, $4331.29 for marketing.  They plan to produce more flyers and rack cards, as well as make website modifications.

Abe Lincoln project,  $5000 for the development and purchase of 2500 booklets (5.5 × 8.5) with rubbing pages for medallions, printed in color on high quality paper.

$13,687.29 Total requests.

The total balance of Accommodations Tax funds is $108,131.95.

The committee approved the recommendations.  Motion made by Derek. 2nd by John.  Motion approved.

Under Old Business,  Brenda reported that we are waiting for signature on the CPACE agreement.  Brenda will forward the document to Reta who will follow up with Zach.

The Committee adjourned at 6:48.

Amy Gates made a motion to approve the minutes. John Birch seconded. Voice vote 7-0. Motion approved.

1. New Business

2023 Budget: need a night available for budget meetings.

October 6th, 2022 7-9pm

October 11th, 2022 7-9pm

October 18th, 2022 7-9pm

Derek Ross wants to know about property/casualty renewal

1. Old Business

None

1. Chairman’s Remarks

None

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

With the exception of August 2022 billboard, Amy Gates made a motion to approve, seconded by Mark Mountain. Voice vote 7-0. Motion approved

1. Questions from Press and Visitors

Jim Filbert states that Derek Ross has asked for insurance bids for the last several years for the County Employees. He wants to know why the County has not gotten any bids from other carriers.

Jim Sheppard states that he has been distracted and forgot to ask for the bids and apologized.

Gage Weir wants to know if there is budgeted money for a grant writer. Who receives it? Is there a statute on who is responsible for writing grants? What offices have used the ARPA funds? Who is the GATA officer?

1. Adjournment

Motion made by Amy Gates and seconded by John Birch to adjourn meeting at 9:06pm. Voice vote 7-0. Meeting adjourned.

Minutes submitted by Haley Rezba.