# Pike County Board

# Meeting Minutes

May 22nd, 2023

1. Call to order

Andy Borrowman 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

Brent Joy, the Calvary Baptist Church, gave the invocation and Chairman Borrowman led in the Pledge of Allegiance.

1. Roll Call

Chairman Borrowman asked Clerk Natalie Roseberry to take roll. The members present were Andy Borrowman, Joey Cobb, Don Foster, Reta Hoskin, Tom Lewis, Mark Mountain, and Jim Sheppard. Mark Sprague arrived shortly after roll. Derek Ross was absent.

1. Approval of April 24th, 2023 Meeting Minutes.

Jim Sheppard made the motion to approve. Tom Lewis seconded. Voice vote 6-0. Minutes approved.

1. Appointment of Carol Myes to the Brown Cemetery Association for a term to expire in 2029.

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

1. Approval of County Clerk fee resolution

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

1. Approval of Ordinance amending the Pike County Zoning Ordinance pertaining to the Wind Energy Conversion Systems and Commercial Solar Energy Facilities.

Mark Sprague made a motion to approve. Don Foster seconded. Voice vote 6-0. Motion approved.

1. Acceptance of resignation date for State’s Attorney, Zachary Boren effective May 26th, 2023.

Chairman Borrowman thanked Mr. Boren for his service.

Jim Sheppard made a motion to approve the resignation effective May 26th, 2023, at 8:30 a.m. Tom Lewis seconded. Voice vote 6-0. Motion approved.

1. Appointment of new State’s Attorney, effective May 26th, 2023.

Chairman Borrowman stated that the new State’s Attorney will be sworn in at 8:30 a.m. on May 26th, 2023. The Pike County Republican Party had several names they considered. The Party picked Walker Filbert. Chairman Borrowman stated he is the logical choice.

Mark Mountain made a motion to approve Walker Filbert for an unexpired term as Pike County States Attorney expiring in November of 2024. Mark Sprague seconded. Voice vote 6-0. Motion approved.

1. Approval of Policy Manual Changes

Reta Hoskin had questions over a few sections of the policy manual.

Jim Sheppard made a motion to approve the policy changes and to remove Zach Boren’s name from the policy and add “State’s Attorney” in replacement. Mark Mountain seconded. Voice vote 6-0. Motion approved.

1. Approval of adding an additional (1) liquor license to Pike County.

Mark Mountain made a motion to add a liquor license. Tom Lewis seconded. Voice vote 6-0

1. Committee Reports

Finance

The Finance committee of the Pike County Board met at 4:00PM on Wednesday May 17th, 2023 in the conference room of the Pie County Government building. Those present were; Reta Hoskin, Don Foster, Jim Sheppard, and Pike County Board Chairman Andy Borrowman. Also present were; Scott Syrcle, Dawn Leahr, Anita Andress, Brenda DeSpain, and Shelby Crow.

Routine Bills in the amount of $132,230.70 were approved for payment on a motion by Don Foster and a second by Reta Hosking.

Shelby Crow from the Cooperative Extension Service started the meeting with a funding request for fiscal 2024. Their fiscal year begins July 1 which is why this is done at this time. She informed the board of local activities and staffing changes. She also noted that local monies are matched by the state. Reta Hoskin made the following motion: Depending on possible budget constraints, Pike County will contribute $15,000 for fiscal 2024 to the cooperative Extension Service in support of 4-H. Don Foster seconded. Motion carried.

Bryce Gleckler then appeared to address an ongoing storage issue for records from his office. He would like to purchase tow shelving units to be installed in the basement of the courthouse. He also requested the use of ARPA money for this project. Reta Hoskin moved that we approve the use of ARPA funds for the purchase and installation of two shelving units for the Circuit Clerk’s office. Don Foster seconded; motion carried.

Next Anita Andress was there to discuss the Health Department’s AROPA request. She stated she had provided information on the generator and hand rail from last month. She then brought a quote from Meco Engineering for cost estimates for the parking lot at their facility. Reta Hoskin moved that we approve the use of up to $2500.00 of ARPA funds for Meco Engineering to develop cost estimates and conceptual site plans for onsite parking at the Health Department. Don Foster seconded; motion carried.

We had an update on the payroll reconciliation. Progress has been made of 2021 with most issues resolved but one payroll. We were waiting for the CIC program to come back up to continue. Dave Greenwood came over and answered some questions about an invoice for license reading cameras.

We had a brief discussion of the recording resolution.

Don Foster made a motion to adjourn, and Reta Hoskin seconded. Motion carried. The meeting was adjourned at 5:57 p.m.

Minutes submitted by Jim Sheppard.

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

 Tom Lewis Made a motion to approve finance to accept bids for electricity contract at June meeting and allow Chairman Borrowman to execute the recommended contract. Mark Mountain seconded. Voice vote 6-0. Motion approved.

Highway

The Road and Bridge committee met Wednesday, May 17, 2023 at 1:30 p.m. The meeting was called to order at 1:31 p.m. Members present were Reta Hoskin, Don Foster, Mark Sprague, and Andy Borrowman. Staff present were Chris Johnson and Brenda DeSpain.

A motion was made by Don Foster, seconded by Reta Hoskin to pay claims per claim reports dates May 17, 2023 as follows:

 County Highway $118,712.57

 County Motor Fuel $16,726.43

 Township Engineer Revolving $6,586.06

 Township Motor Fuel $ $407,445.34

 Total $549,470.40

All in favor. Motion carried.

A motion was made by Mark Sprague, seconded by Don Foster to approve the following projects as let and awarded:

 Section 21-00103-00-FL – Resurface Railroad Crossing approach on CH-3 South of New Salem, Illinois awarded to Diamond Construction in the sum of $87,340.98.

 Section 21-13110-00-FL – Railroad Crossing replacement in Levee Township awarded to D & L Construction in the sum of $141,903.00.

County Engineers Report:

 The Pleasant Vale bridge project has started.

 CH-2 resurfacing project between New Salem and Griggsville has also started.

 Meco is not finished with the salt building design at this time, but it is to be completed soon.

A motion was made by Mark Sprague, seconded by Don Foster to go into closed session pursuant to 5 IKCS 120/20(c)(5). Purchase or Lease of Real Property at 2:10 p.m., all in favor, motion carried.

A motion was made by Mark Sprague, seconded by Don Foster to return to regular session at 2:49 p.m. All in favor, motion carried.

A motion was made by Mark Sprague, seconded by Don Foster to adjourn the meeting at 2:50 p.m.

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

Minutes submitted by Brenda DeSpain

Building and Grounds with approval of bills submitted for payment in April 2023.

The Building and Grounds Committee met at 3:00 p.m. in the Annex Building. Members present were Tom Lewis, Mark Mountain, Mark Sprague, and Chairman Andy Borrowman. Also present was Darwin Feenstra, Charlie Ward, and Don Foster.

On a motion by Mountain and seconded by Sprague to pay bills in the amount of $12,307.49. Motion carried.

Old Business: Mark Mountain asked Darwin if there were anymore issues with the sidewalk on the North side of the Court House. Darwin state4d that since he has put dirt in the holes along side the sidewalk everything seems to be ok.

New business: Darwin presented two quotes for anew heating and cooling unit for the State’ Attorney’s Office. Ecell Mechanicals was $6900.00 and Brennan heating and air was $8284.71. This was tabled unit we look closer at our Budget for Building and Grounds. Darwin also stated that after the Elevator inspection was done at the courthouse. The inspector stated that the Elevator mechanical room need to ventilated and be kept at a constant temperature. Darwin is to check and see what Code violation this is so we can make sure what needs to be done to correct this issue.

With no further business, Mountain made a motion to adjourn. Seconded by Sprague. Motion carried and meeting was adjourned at 3:36 p.m.

Reta Hoskin made a motion to approve. Mark Sprague seconded. Voice vote 6-0. Minutes approved.

Minutes submitted by Tom Lewis

GIS/IT

The GIS/IT Committee was called to order at 4:00 P.M. on May 15th, 2023. Those in attendance were committee members Derek Ross, Jim Sheppard, and Reta Hoskin. Also in attendance were Brenda DeSpain, Andy Borrowman. JR Bareis, Nicole McDonald, and Paula Dean.

New Business: Tigerhawk: Sheriff’s department is done. At the Annex, a phone box was added to get fax and elecator phones working. The Courtroom video project is moving forward. Mike Devine is wiring the Government building and it should be done soon.

The new computers purchased for the board have been ordered but have not been shipped. JR will check the status and keep Brenda up to date.

Nicole updated that she has received pictures and the scrubbing process is moving forward.

Changing the computer lock policy of fifteen (15) minutes will remain at fifteen (15) minutes as our Cyber Insurance carrier requires less than twenty (20) minutes.

It was discussed that a key will be available to the IT Room in the annex when needed by the County Clerk either through the Treasurer’s office to sign out as usual or contact Sheriff Greenwood to gain access.

ICRMT will be our Cyber Training vendor and Brenda will send the information out to the Department Heads on how it works.

Motion to pay bills in the amount of $21,825.65 was made by Jim Sheppard and seconded by Reta Hoskin. The motion passed.

Reta Hoskin made a motion and seconded by Derek Ross to adjourn. The motion passed and the meeting adjourned at 5:10 p.m.

Reta Hoskin gave an update on the CIC security breach and informed the board that there is a plan to move a backup of the program to an onsite server.

Reta Hoskin made a motion to approve the report. Mark Mountain seconded. Voice vote 6-0. Minutes approved.

Minutes submitted by Derek Ross

Public Safety

The Public Safety Committee met at 7 p.m. at the Ambulance Building. Members present were Tom Lewis, Jim Sheppard, Derek Ross, and Chairman Andy Borrowman. Also present was Ambulance Administrator Kasey Kendall and Don Foster. A motion was made by Shepard and seconded by Ross to pay bills in the amount of $33869.63.

Administrators report: Kasey gave the run volume for the month of April. There were 202 911 calls, 60 transfers. Kasey stated that medical supplies were up this last month, but that was due to having to supply the new Ambulance that has been put into service. The ESO logistical contract was ok’d by States Attorney Boren. Kasey stated that there will be policies put into place to let employees know how this is to be used. Kasey will also start inputting information into the system and hope to have this completed by next month. Kasey contacted Illinois Valley Paving to give a quote on oiling and chipping the driveway at the Ambulance building. Still waiting on this. Kasey also contacted the City of Pittsfield to see if they could bring out their bucket truck to fix the flag pole. They stated that should not be an issue. EMS week starts this Sunday 5-21-2023, Kasey and another employee will be taking an Ambulance and the side by side to Quincy Mall along with other EMS agencies. Kasey will be cooking for the Employees during the week and putting out signs in the communities with 1st responder in them to show appreciation for what they do. There are six people taking the EMR class that started this month. The ambulance service along with Illini Hospital will be doing a virtual mass casualty drill on May 22nd and 23rd. There will also be a mass casualty drill on June 13th at 6 p.m. Which will include the ambulance service, illini hospital, Pittsfield FD and Eastside Health and Rehab. Kasey also wanted to recognize Andrew Walker for passing his National Boards and becoming a Paramedic with the Pike Ambulance Service. Andrew has been employed with the Ambulance service as EMT. With no further business to discuss a motion to adjourn was made by Ross and seconded by Sheppard. Meeting was adjourned at 7:10 p.m.

Minutes submitted by Tom Lewis.

 Don Foster made a motion to approve minutes. Reta Hoskin seconded. Voice vote 6-0.0 Minutes approved.

1. New Business

Farmland Assessment Review Committee has a vacancy. Chairman Borrowman is appointed to the review committee.

1. Old Business

Jim Sheppard made a motion to approve 29,552.21of ARPA money to pay for the PCHD generator. Tom Lewis seconded. Voice vote 6-0.

1. Chairman’s Remarks

Mr. Chairman thanked current State’s Attorney for his work. Zack Boren thanked the Board and invited all to the investiture Friday, May 26th at 10:00.

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

Mark Mountain made a motion to approve the mileage and per diem reports as read (Mileage and Per Diem and Billboard for May as well as April billboard). Tom Lewis seconded. Voice vote 6-0. Reports approved.

1. Questions from Press and Visitors

None

1. Closed Session per 5 ILCS 120/2(c)(6) the setting of a price for sale or lease of property owned by the public body.

Tom Lewis made a motion to enter closed session at 8:19 p.m. Mark Sprague seconded. Voice vote 6-0. Motion approved.

Closed session ended 8:43 p.m.

1. Adjourn

Mark Sprague made a motion to adjourn. Joey Cobb seconded. Voice vote 6-0.

Meeting adjourned at 8:44 p.m

Minutes submitted by Natalie Roseberry





