# Pike County Board

# Meeting Minutes

September 25th, 2023

1. Call to order

Andy Borrowman 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

Brent Joy gave the invocation and Chairman Borrowman led in the Pledge of Allegiance.

1. Roll Call

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

1. Approval of August 28th, 2023 Meeting Minutes.

Tom Lewis made the motion to approve. Joey Cobb seconded. Voice vote 8-0. Minutes approved.

1. Appointment of Annette Whitlock to the West Central Mass Transit Board for a term ending on June 30th, 2027.

Tom Lewis made a motion to approve. Mark Sprague seconded. Voice vote 8-0. Motion approved.

1. Consideration of Intra-County Fund Personal Time Off (PTO) Donations.

Derek Ross wants to table the motion. Don Foster seconded. Voice vote 8-0. Motion approved.

Derek Ross wants to know how we can implement this policy when there is no record of all employees current PTO banks.

Don Foster wants the Board to have everyone’s bank balances by October 2023 Board Meeting.

1. Approval of Accomodation Tax Advisory Board’s Recommendation to Award a $1000 Grant to the Pittsfield Fall Festival Car Show.

Tom Lewis made a motion to approve. Derek Ross seconded. Voice vote 8-0. Motion approved.

1. Approval of Resolution for the New Philadelphia Association relinquishing rights and claims to all streets and alleys in the historic town of New Philadelphia.

Joey Cobb made a motion to approve. Tom Lewis seconded. Voice vote 8-0. Motion approved.

1. Committee Reports

Finance

The Finance committee of the Pike County Board met at 4:09PM on Wednesday September 20, 2023 in the conference room of the Pike County Government building. Those present were; Reta Hoskin, Don Foster, Jim Sheppard and Pike County Board Chairman Andy Borrowman. Also present were; Scott Syrcle, Walker Filbert, Anita Andress, Paula Dean, and Natalie Roseberry.

Routine Bills in the amount of $137,899.35 were approved for payment on a motion by Don Foster and a second by Reta Hoskin.

After input from the Building and Grounds committee it was determined to deposit the money from the sale of the property behind the ambulance building into the general fund but earmark it for capital projects. Any future money would be treated in a similar fashion.

States Attorney gave an update on the search for an auditor and stated an alarming number of governmental entities in Illinois have yet to complete the 2022 audit.

Anita Andress presented an estimate on the parking lot at the Health Department. The committee asked about the Adams Street parking if it was the county’s or the city’s since it is between the sidewalk and the street. Anita was also asked to get numbers on asphalt.

The committee learned that Scott Syrcle has placed $450,000 Of ETSB funds into a seven-month cd to take advantage of higher interest rates. There was also discussion about looking at revisiting the distribution of court fees.

Reta Hoskin made a motion to adjourn and Don Foster seconded. Motion Carried. Meeting adjourned at 6:13PM

Tom Lewis made a motion to approve the minutes removing the last line of paragraph #3. Derek Ross seconded. Voice vote 8-0. Motion approved.

Highway

The Road & Bridge Committee met Wednesday, September 6, 2023 at 1:30 p.m. The meeting was called to order at 3:00 p.m.

**ROLL Call:**

|  |  |
| --- | --- |
| Present: | Reta Hoskin, Don Foster, and Andy Borrowman |
| Absent: | Mark Sprague |
| Staff: | Chris Johnson, Brenda DeSpain, Walker Filbert, and Chass Anderson |
| Visitors: | None |

**PUBLIC COMMENT:** None

**PAYMENT OF CLAIMS:** A motion was made by Don Foster seconded by Reta Hoskin to pay claims per claim reports dated September 6, 2023 as follows:

|  |  |
| --- | --- |
| County Highway  | $19,165.35 |
| Equipment Rental | $0.00 |
| County Road & Bridge | $11,329.35 |
| Federal Aid Matching | $6,586.06 |
| County Motor Fuel | $66,884.29 |
| Township Bridge | $0.00 |
| Township Engineer Revolving | $0.00 |
| Township Motor Fuel | $0.00 |
| **Total** | **$103,965.05** |

All in favor. Motion carried.

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

**SIX MONTH’S REPORT:** A motion was made by Don Foster seconded by Reta Hoskin to approve the Six Month’s Report as presented. All in favor, motion carried.

**NEW BUSINESS:**

County Engineer’s Report:

Crews are working on CH-57 and believe to have 3 days left before the project is completed.

Construction on the new salt storage facility should start next week.

**OLD BUSINESS**:

*CORRECTION TO THE AUGUST MEETING MINUTES* – the following public comment was in the August meeting minutes:

b) Brenda DeSpain discussed ongoing payroll issues.

A full description was submitted but omitted to the minutes and is hereby corrected as follows:

* 1. Brenda DeSpain discussed ongoing payroll issues. The County IMRF rate of 6.67% is incorrect on paystubs. In addition, out of the 6 Highway Department employees who are enrolled in the County Health Insurance program, only one employee’s paystub is correct. Instead of correcting, we were told the items will be deleted from the paystubs to avoid confusion. The department would like the line items corrected not deleted and would like the Board to assist.

*1101 LAKEVIEW HEIGHTS FACILITY* – Plans of an upcoming auction of the 1101 Lakeview Heights facility was discussed and will be discussed again at the next meeting.

**ADJOURNMENT:** A motion was made by Don Foster, seconded by Reta Hoskin to adjourn the meeting at 3:45 p.m**.** All in favor. Motion carried.

Don Foster made a motion to approve the minutes. Derek Ross seconded. Voice vote 8-0. Motion approved.

Minutes submitted by Brenda DeSpain

Building and Grounds.

The Building and Grounds Committee meet at 3pm in the Annex Building. The following members were present Tom Lewis, Mark Sprague, Andy Borrowman, and Mark Mountain by phone. Also present were Darwin Fenstra, Don Foster, David Greenwood, and States Attorney Filbert.

On a motion by Sprague and Seconded by Mountain to pay bills in the amount of $9664.49. Motion Carried.

Darwin presented a letter of resignation to the committee. The last day for him will be September 30,2023.

Scott Syrcle presented two quotes from Peters Heating and Air for a ductless split heat pump for the Treasurers Office. The one that is there now quite working and unable to get parts for it. On a motion by Mountain and Seconded by Sprague to go with the lower of the two quotes at a cost of $4722.00. Motion Carried.

David Greenwood stated he was doing interviews for the Court House Maintenance position and hopes to have a recommendation for the County Board at the next full board meeting. Davis Greenwood also gave an update on the Porch project at the Jail stating that this project is almost complete. Greenwood also gave the committee a Budgetary Quote on projects for the Jail and The Annex Building. Two of the projects were priorities and Sprague made a motion and seconded by Mountain to go ahead with this fiscal year. These two projects are the Jail foundation on the west side of the building at the cost of $6900.00 and the replacement of the west entrance door of the Jail at a cost of $7520.00. Motion Carried. Greenwood also discussed the upper court room project. This will hopefully be funded through the Judge. Greenwood is also looking at replacement windows for the Court House. He is looking at windows that would not change the appearance of the Court House.

With no further business to discuss. Mark Mountain made a motion to adjourn and seconded by Sprague. Motion Carried and meeting was adjourned at 3:42 pm

Derek Ross made a motion to approve. Reta Hoskin seconded. Voice vote 8-0. Minutes approved.

**Possible hiring of maintenance employee.**

Sheriff Greenwood recommends the hiring of Shane Martin. Tom Lewis made the motion to take the recommendation of Sheriff Greenwood to hire Shane Martin. Mark Sprague seconded. Voice vote 8-0.

Minutes submitted by Tom Lewis

GIS/IT

The GIS/IT Committee met Tuesday, September 6, 2023 at 4:00

p.m. The meeting was called to order at 4:00 p.m.

**ROLL Call:**

Present: Absent:

Staff: Visitors:

Reta Hoskin, Jim Sheppard, and Andy Borrowman Derek Ross

Paula Dean, Dan Brennecke, Nicole McDonald and Brenda Despain

None

**TEMPORARY CHAIRMAN:** Reta Hoskin made a motion to nominate Jim Sheppard to act as Temporary Chairman to conduct the meeting in the absence of Derek Ross. Jim seconded the motion. All in favor. Motion carried.

**PAYMENT OF CLAIMS:** A motion was made seconded by Jim Sheppard, to pay claims in the All in favor. Motion carried.

by Reta Hoskin, sum of $19,038.08.

**TIGERHAWK TECHNOLOGIES UPDATE:** JR Bareis was not able to attend but relayed that the only information he wanted to pass along was that the CIC project appeared to be at a standstill.

**IT COORDINATOR'S REPORT: Brenda reported the following:**

*Cyber Training* - Training appears to be going well and many employees have participated. Reminders were sent out to those who had not taken the August training. There was discussion on employees who had a county email but did not use it. The committee agreed those could be ended and cyber training would not be necessary for those individuals.

*CIC PROJECT* - Brenda will follow up with the Treasurer on the CIC project and report back to the committee.

**NEW BUSINESS: None**

**OLD BUSINESS:**

*SHERIFF'S DEPT VOIP PHONE PROJECT* - Nobody is aware if the meeting that was to take place between INdigital, 911, Tigerhawk, and the Sheriff's Department ever took place. Brenda will follow up.

**PUBLIC COMMENT:** None

**ADJOURNMENT:** A motion was made by Reta Hoskin, seconded by Jim Sheppard to adjourn the meeting at 4:30 p.m. All in favor. Motion carried.

Tom Lewis made a motion to approve the report. Jim Sheppard seconded. Voice vote 8-0. Minutes approved.

Minutes submitted by Derek Ross

Public Safety

The Public Safety Committee meet at 7PM at the Ambulance Building. Members present were Tom Lewis, Jim Sheppard, Derek Ross, and Andy Borrowman. Also present was Kasey Kendall.

Ross made a motion to pay bills in the amount of $33,135.13 and seconded by Sheppard. Motion Carried.

Administrator’s report:

Kasey gave the run report for the month showing 197 911 calls 52 transfers and 5 covid/flu like calls. Kasey also gave the committee a budget overview. Kasey explained some of the overages but stated that there was still 32.12% left in his budget. Kasey gave an update on the vehicle fleet stated that 3G15 is at the body shop getting repaired from a deer accident and all other vehicles are in good shape at this time. There have been a couple of personnel changes. We had one Paramedic and one EMT resign. These positions have been filled and the Ambulance Service is fully staffed. Part time staffing list is looking good. Transfers from Hospital to Hospital are going well. The contract with IRC to oil and chip the Drive at the Ambulance Building has been signed and just waiting for them to do the project.

New Business:

Kasey is looking into a grant Through IPMG. If awarded this grant it will be used to replace the Ambulance Services stair chairs.

Derek Ross brought up putting some of the Ambulance Services money into a CD. Kasey will get with Scott Syrcle to see what needs to be done and get back with the committee on this.

Old Business: None

With no further Business a Motion to adjourn was made by Ross Seconded by Sheppard. Motion Carried and meeting was Adjourned at 7:12 pm.

Tom Lewis made a motion to approve. Jim Sheppard seconded. Voice vote 8-0. Approved.

ECDC

The Economic and Community Development Committee met on September 25, 2023 at 6:32pm. Present were Joey Cobb, Derek Ross, Reta Hoskin, and Andy Borrowman.

The committee reviewed the last actions from the Accommodation Tax Advisory Board. Meeting summary is attached.

The committee approved the recommendation from the Accommodation Tax Advisory Board to provide funding for the Pittsfield Fall Festival Car Show for 2024 at $1000. Motion for approval by the full Board was made by Joey Cobb and seconded by Derek Ross. All approved.

Committee adjourned at 6:45PM. Motion was made by Derek Ross and seconded by Joey Cobb. All approved.

Motion made by Jim Sheppard second by Tom Lewis. Voice vote 8-0. Minutes approved

Accommodation Tax Board

Monday, Sept. 18, 2023, Noon

Farm Bureau Building, Pittsfield IL

Attendees: Reta Hoskin, Gary Harpole, Andy Sprague, Derek Ross, Jonas Petty, Jessica Funk and Brenda Middendorf

Agenda:

-Review of new grant application for Pittsfield Fall Festival Car Show –

Funding requested: $1,500.00. After review and discussion with organizer David Forshey, the Accommodations Tax Advisory Board recommends funding at $1,000 to cover the additional Scotties Potties needed for a bigger car show at $700.00 and $300.00 for advertisement for the car show. The Advisory Board encourages the organizer to consider making it a two-day event and look at the Tin Duster’s event for suggestions on how to make the show bigger and longer.

Brenda reviewed the current balance in the Accommodations Tax Account. The recommendation was made that some of the funds be moved to an interest-bearing account rather than all in checking.

--Discussion of draft Tourism Plan

Brenda reported that she had added some marketing statistics on pages 28 and 29. No other changes or additions were suggested.

--Discussion of funding Tourism Director position.

A review of the status of the grant from the Accommodations Tax to PCEDC was reviewed. Brenda and Jessica relayed information from the meeting on August 29th. After discussion, consensus was to move forward with the grant funding for a two year period. The Director will provide a monthly report to the Accommodation Tax Advisory Board.

Brenda showed the board the final report submitted by the Abe Lincoln Project for the most recent Civil War Reenactment.

Next meeting was scheduled for Dec. 15th at noon at the Pike Scott Farm Bureau Conference Room.

Meeting adjourned at 1:18 pm

Motion to approve made by Jim Sheppard and second by Derek Ross. Voice vote 8-0. Minutes approved.

1. New Business

Jim Sheppard set Budget Hearings for October 5th, 2023 7pm-9pm. October 11th, 2023 7pm-9pm. October 17th, 2023 7pm-9pm. All hearings will take place in the Lower Courtroom.

1. Old Business

None

1. Chairman’s Remarks

Mr. Chairman appreciates the Board for taking their time to make sure all the meetings are able to take place.

1. Summary of Expenses for the Month/Mileage & Per Diem Report for September 2023

Mark Sprague made a motion to approve the mileage and per diem reports. Tom Lewis seconded. Voice vote 6-2. Don Foster and Reta Hoskin abstain. Reports approved.

1. Questions from Press and Visitors

None

1. Adjourn

Tom Lewis made a motion to adjourn. Joey Cobb seconded. Voice vote 8-0.

Meeting adjourned at 8:22 p.m

Minutes submitted by Haley Rezba



