# Pike County Board

# Meeting Minutes

November 27th, 2023

1. Call to order

Andy Borrowman called to order the regular meeting of the Pike County Board at 7:0 p.m. in the upper courtroom of the Pike County Courthouse.

1. Invocation and Pledge of Allegiance

Jerry Edison gave the invocation and Chairman Borrowman led in the Pledge of Allegiance.

1. Roll Call

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

1. Approval of Amended September 25th, 2023 Meeting Minutes.

Mark Sprague made the motion to approve Tom Lewis seconded. Voice vote 5-0. Minutes approved.

1. Approval of October 23rd, 2023 Board Minutes

Tom Lewis made a motion to approve. Mark Sprague seconded. Voice vote 5-0. Motion approved.

1. Approval of Budget Hearing 4 Minutes. October 25th, 2023

Tom Lewis made a motion to approve. Mark Sprague seconded. Voice vote 5-0. Motion approved.

1. Approval of Budget Hearing 5 Minutes, November 1st, 2023

Tom Lewis made a motion to approve. Mark Sprague seconded. Voice vote 5-0. Motion approved.

1. Approval of FY 2023 Budget Amendments

Tom Lewis made a motion to approve. Mark Sprague seconded. Roll call vote 4-0 with Joe Cobb and Don Foster voting no. Not having a 2/3 vote, amendments were not passed.

Jim Sheppard stated that these amendments must be handled before the new budget year which begins December 1st, 2023. Don Foster stated he hadn’t seen the amendments and Jim Sheppard told him he was given them in physical copy at the Finance Meeting as well as electronically that evening.

Joe Cobb made a motion to table the amendments until Thursday at 5:00 p.m. in the upper courtroom (November 27th, 2023). Don Foster seconded. Roll call vote 4-2 with Jim Sheppard and Mark Sprague voting no.

Jim Sheppard stated that these amendments must be handled before the new budget year which begins December 1st, 2023.

1. Approval of Pike County FY 2024 Levy

Tom Lewis made a motion to approve Levy. Mark Sprague seconded. Roll call vote 5-0. Motion approved.

1. Approval of County FY 2024 Budget

Move to approve the 2024 budget as presented with following corrections of “Scribner errors” in the appropriations ordinance by Jim Sheppard. Tom Lewis seconded. Roll call vote 5-0. Budget approved.

1. Appointment of Lane Weise as a Commissioner for the Valley City Drainage District for a term to expire September 2026 (08-MC-02).

Tom Lewis made a motion to approve the appointments. Mark Sprague seconded. Voice vote 5-0. Appointments approved.

1. Appointment of Karen Ehlert as a Commissioner for the Valley City Drainage District for a term to expire September 2026 (08-MC-03).

Motion to approve appointment by Tom Lewis. Second by Don Foster. Voice vote 5-0. Motion approved.

1. Permission for Pike County Board Chairman to sign and engineering agreement with Patrick Engineering to oversee Panther Creek wind project.

Joe Cobb made a motion to permit the Board Chairman into discussions. Tom Lewis seconded. Voice vote 5-0. Motion approved.

1. Committee Reports

Finance

Finance Committee

The Finance committee of the Pike County Board met on November 15, 2023, in the conference room of the Pike County Government Building. Those in attendance were Don Foster, Reta Hoskin, Jim Sheppard, and Board Chairman Andy Borrowman. Also, present were Scott Syrcle, Bryce Gleckler and Natalie Roseberry.

Routine Bills in the amount of $95,389.45 were approved for payment on a motion by Don Foster and a second by Reta Hoskin.

It was reported that the highway committee had approved the transfer of 18 days accrued vacation time for Michelle McCartney from the general fund to the highway department. It was noted during discussion that we are still having problems with tracking and allocating vacation; it was suggested that vacation could have a lifespan of say 14 months after it is issued.

2023 budget amendments were reviewed and there was one noted exception in the treasurer’s amendment. $790.00 added to the treasurer’s salary was deemed to be changing an elected official’s salary and it was recommended it not be approved.

On the 2024 budget Jim Sheppard noted that he had incorrectly figured the total salary line for the Circuit Clerk’s office. It should have been $227,435.00. It was also reported that Jim Sheppard had met with Judge McCartney and was informed that the state had changed the minimum pay for alternate defense attorneys from $75.00 Per hour to $150.00 per hour. Last year we spent $70,000 in that line and 2023 $73,000(projected). We have $100,000 budgeted for 2024. It was also reported that the States attorney had requested that since his salaries lines were $122,000 less than last year if the board could see their way to restoring $3000.

A bill for Devnet had been presented to the County Clerk’s office after the deadline for bill submission. The bill amount was $10385.75. It was moved to be paid on a motion by Reta Hoskin and a second by Don Foster. It is included in the total.

While reviewing the bills it was noted that we are paying a monthly bill for nurse services at the jail for $10,900 plus overages. This would be $130,000 annually. Discussion of what could be done to reduce this followed.

The committee agreed with County Clerk that we need to stop using fund 18 as a clearing account and they will form now on use the income tax clearing account for county share of health insurance.

There was a lengthy discussion about how the distribution of the quarterly landfill check should be done. In the past it has been deposited to the general fund and checks were cut from Landfill Tipping fee which is a revenue line. Discussion centered on if it is deposited into general whether it needs to be expensed through general instead of the way it has been with checks written from a revenue line. Don Foster moved that the distribution of the 3rd quarter 2023 landfill check be distributed in the following amounts $68,162.86 to General fund, $2,921.27 for the Health Department, $24,343.88 go to Highway, and $1,947.51 to Two Rivers RC&D. These distributions are to be done as accounts payable as in the past since 2016. Jim Sheppard was directed to adjust the 2024 budget accordingly.

Meeting adjourned at 5:43PM on a motion by Reta Hoskin and a second by Don foster.

Don Foster made a motion to approve the minutes. Mark Sprague seconded. Voice vote 5-0. Motion approved.

Highway

The Road & Bridge Committee met Wednesday, November 15, 2023 at 1:30 p.m. The meeting was called to order at 1:30 p.m.

**ROLL Call:**

|  |  |
| --- | --- |
| Present: | Reta Hoskin, Mark Sprague, Don Foster, Andy Borrowman |
| Absent: | None |
| Staff: | Chris Johnson, Gary Laux |
| Visitors: | None |

**PUBLIC COMMENT:** None

**PAYMENT OF CLAIMS:** A motion was made by Don Foster seconded by Mark Sprague to pay claims per claim reports dated November 15, 2023. All in favor. Motion carried.

**HALF AID TO BRIDGE SETTLEMENTS:** None

**OFFICE MANAGER VACATION TRANSFER:** A motion was made by Mark Sprague, seconded by Don Foster to approve transfer of Office Manager’s Vacation from Circuit Clerk to Highway Department. The Circuit Clerk will transfer funds to the General fund and the General Fund will transfer those funds to the County Highway Fund. The Circuit Clerk and the County Engineer will work together to get the vacation hours settled. All in favor. Motion carried.

**2024 HALF AID TO BRIDGE PETITIONS:** A motion was made by Mark Sprague, seconded by Don Foster to approve 14 Half Aid to Bridge Petitions from various townships for the year 2024 totaling $240,659.90 of which Pike County will pay half of this cost. All in favor. Motion carried.

**2024 COUNTY AND TOWNSHIP MOTOR FUEL TAX PROGRAMS:** A motion was made by Mark Sprague, seconded by Don Foster to approve the 2024 County Motor Fuel program to approve the 2024 County Motor Fuel Tax program in the sum of $559,425.00 and to execute the appropriate resolutions as required by the Illinois Department of Transportation. All in favor. Motion carried.

**2024 SALARY INCREASES:** A motion was made by Mark Sprague, seconded by Don Foster to approve a 5% salary increase effective December 1, 2023, for Highway Department employees subject to full board approval. All in favor, motion carried.

**2024 COUNTY ENGINEER SALARY:** A motion was made by Mark Sprague, seconded by Don Foster to increase the County Engineer salary by 4% for the year 2024 to the sum of $115,861.00, subject to full board approval, and to execute the appropriate resolution and agreement as required by the Illinois Department of Transportation. All in favor. Motion carried.

**NEW BUSINESS:**

Gary Laux, Resident County Engineer discussed New Philadelphia and the Township giving up rights to the roads for the National Park. More discussions will need to take place to settle this topic.

The sale of the Highway Department property was discussed, and the sale ends Friday November 17th. Closing terms were discussed for working out with buyer on still using salt storage and possibly office for a short term.

Andy discussed the proposed wind farm near Pittsfield and gave some information he had learned, there will be meetings coming soon to continue discussions with Patrick Engineering on this topic to protect the County.

**OLD BUSINESS**:

Building remodel/USDA Loan – No discussion.

**ADJOURNMENT:** A motion was made by Mark Sprague, seconded by Don Foster to adjourn the meeting at 3:00 p.m**.** All in favor. Motion carried.

Minutes submitted by Chris Johnson.

Don Foster made a motion to approve the minutes. Seconded by Mark Sprague. Voice vote 4-1. Motion approved with Tom Lewis voting no.

Building and Grounds.

The Building and Grounds Committee Meeting was called to order at 3:10 PM on 11-15-2023. Members present where Tom Lewis, Mark Sprague, Mark Mountain by phone, and Chairman Andy Borrowman. Also present were Charlie Ward and Shane Martin.

Mark Sprague made a motion to pay bills in the amount $9123.37. Motion was seconded by Mark Mountain. Motion carried.

There has been an issue about moisture coming into the Annex Building. This issue has been investigated and a bid had been received at our last months meeting and is in the budget for the upcoming year. A bill from Peters Heating and Air for a coil replacement at the Jail was discussed and tabled until Tom Lewis could talk to Sheriff Greenwood. Shane Martin informed the Committee that one of the circulation pumps on the boiler at Court House needs to be replaced. The Bid was for $6300.00. Mountain made a motion to allow Shane to go ahead and have this replaced. The motion was seconded by Sprague. Motion carried. Shane also asked if he could purchase some tools so he could do work in the buildings. Mountain made a motion to allow Shane to spend up to $300.00 for tools. Motion was seconded by Sprague. Motion carried. Also, Shane doesn’t have a computer currently. We will work on getting him one soon. With no further business a motion to adjourn the meeting was made by Sprague and seconded by Mountain and meeting was adjourned at 3:33 pm

Mark Sprague made a motion to approve the Minutes. Tom Lewis seconded. Voice vote 5-0. Minutes approved.

GIS/IT

The GIS/IT Committee was called to order at 4:05 PM on November 21st, 2023. Those in attendance were committee members Derek Ross, and Reta Hoskin. Also in attendance were Brenda DeSpain, JR Bareiss, Andy Borrowman, Nicole McDonald, Bryce Gleckler, Angie Brawdy, and Paula Dean.

Under **Old Business:**

* Paula Dean presented the updated language in the employee procedures addressing password reset and screen lock timing. The information will be forwarded to the insurance committee for final approval and implementation.
* Live Streaming the County board meetings was discussed again, and Brenda said she would be at the board meeting to help facilitate the live stream.

Under **New Business:**

* The Network room door in the annex building should now remain unlocked as the network and election hardware have their own independent security in place.
* Due to Brenda Despain’s retirement, the committee reviewed alternatives for the GIS/IT coordinator’s position. The proposal submitted to the committee involved four IT coordinators to handle IT issues in respective buildings and an IT Administrator to handle the administrative duties related to GIS/IT. The IT Administrator stipend would remain at $6,000 annually, but additional responsibilities, such as the individual IT coordinators would be paid a stipend of $3,000 and their respective buildings. Specific needs have coordinators familiar with those needs should be advantageous. Attached are more specific details of the job description and duties of each position. Reta Hoskin made a motion, and Derek Ross seconded to approve the positions as presented. The motion passed. The committee will forward the decision to the full board.

Under **Public Comments:**

None

The motion to pay bills for $ 17,518.15 was made by Reta Hoskin and seconded by Derek Ross. The motion passed.

Reta Hoskin made a motion, seconded by Derek Ross, to adjourn. The motion passed, and the meeting adjourned at 5:58 PM.

Minutes Submitted by Derek Ross

Mark Sprague made a motion to approve the report with not approving the job description of the full time IT position and website/media management. Tom Lewis seconded. Voice vote 5-0. Minutes approved.

Public Safety

No Meeting. The following bills submitted for approval.

Medical Supplies: $ 4,387.42

Fuel: $ 5,291.18

Utilities: $ 877.61

Supplies-Ambulance: $ 3,114.43

Health Insurance: $ 5,550.00

Maintenance Contracts: $ 7,886.66

Vehicle Maintenance: $ 2,638.31

Uniform: $ 1,241.43

Telephone: $ 436.98

Ambulance Other: $ 209.00

Training and Education: $ 3,484.18

Total Expenditures: $ 35,117.20

Motion by Tom Lewis and second by Jim Sheppard to approve the Public Safety Bills due to no meeting. Voice vote 5-0. Bills approved.

Animal Control

Pike County Agriculture Committee met on November 15th, 2023, at 11:05 a.m. Members present were Mark Sprague and Board Chairman Andy Borrowman. Mark Mountain was present by phone and Joe Cobb was absent. Chairman Andy Borrowman appointed Don Foster to temporarily seat in the Agriculture Committee.

Others present were Karen Martin, Heather Manwell, Greg Wyatt, and Reta Hoskin.

Karen Martin was present stating that there are concerns over the animal shelter. Mark Sprague will reach out and talk with Animal Control. Natalie will discuss call forwarding with Animal Control to make the phone call’s easier to answer. Natalie will discuss with setting up a meeting with animal control and Mrs. Manwell and Mrs. Martin. Natalie will work with Animal Control to get the monthly report ready by January for the full board to review monthly. The committee discussed potential volunteers at animal control to make their presence more visible in the county and other potential solutions.

Nothing new on the Vaping or ATV ordinances.

Greg Wyatt reported that he has been in talks with wind tower companies as well as solar companies. Nicor gas wants to build a tower at the old New Canton school and did not get a permit. They were under the impression that they didn’t have to get a permit through the Village of New Canton. Pike County Zoning informed Nicor a while back that they would need a permit. The signed contract State’s that Nicor is responsible for obtaining necessary permits. Greg will contact the contractor and let him know that we need to discuss the options on moving forward with our State’s Attorney.

Chairman Borrowman stated that the county is wanting to have an engineering firm contracted to work on the agreements for wind farms. The Highway and Agriculture committee will work on scheduling a meeting to discuss representation.

No old Business

No New Business

No Questions from press and visitors

Don Foster made a motion to adjourn. Mark Mountain seconded. Motion carried. Meeting adjourned at 12:59 p.m.

Tom Lewis made a motion to approve the report as read. Jim Sheppard seconded. Voice vote 5-0. Minutes approved.

**ETSB**

The Emergency Telephone Systems Board of Pike County met at 6:06PM Monday October 30, 2022 in the Emergency Operations Center of the Pike County Jail. Members present were; Tom Lewis, Larry Bradshaw, Jon Fesler, Sheriff David Greenwood, Jim Sheppard and 911 coordinator Stephanie Reinhardt.

$7,496.81 in bills were approved on a motion by Tom Lewis and a second by Larry Bradshaw. Greenwood.

Stephanie Reinhardt reported that we had received the grant for $92,908.94 for the Indigital equipment and Eventide recorder. The committee then discussed Griggsville tower repair, The new phone installation. Stephanie is awaiting a quote from Motorola on a software upgrade via Indigital. Stepahanie’s computer in her office is having issues. Larry Bradshaw made a motion to approve up to $2000.00 be spent to replace the 911 coordinator’s office computer. Tom Lewis seconded. Motion carried unanimously. Jon Fesler asked that we find a civilian replacement for his position on the board.

Next ETSB meeting will be January 16, 2023 at 6:00PM

Meeting adjourned at 6:43PM on a motion by Tom Lewis and second by Jon Fesler.

Motion by Tom Lewis, seconded by Mark Sprague to approve minutes. Voice vote 5-0. Minutes approved.

1. New Business

None

1. Old Business

None

1. Chairman’s Remarks

None

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

Tom Lewis made a motion to approve the amended mileage and per diem reports. Mark Sprague seconded. Voice vote 5-0. Reports approved.

1. Questions from Press and Visitors

Jim Filbert asked if Patrick Engineering would still be paid for if the project was terminated. Andy stated that the board would deal with that if it occurred.

1. Closed Session

Enter 8:22 motion Tom Lewis, Second by Jim Sheppard. Voice vote 5-0.

Exit: 9:15 motion Tom Lewis, Second by Joe Cobb. Voice vote 5-0.

A motion was made by Don Foster and Seconded by Joe Cobb to collect IMRF underfund pension contributions from current employees in the amount of $1474.78. Voice vote 5-0. Motion approved.

A motion was made by Tom Lewis and seconded by Jim Sheppard to refund the over contributions of IMRF payments to employees in the amount of $4877.00.

1. Adjourn

Mark Sprague made a motion to adjourn. Tom Lewis seconded. Voice vote 5-0.

Meeting adjourned at 9:18

Minutes submitted by Natalie P. Roseberry



