

Fulton County Board- Finance & Insurance Committee Meeting Agenda

Fulton County Board Office, 257 West Lincoln Street, Lewistown, IL 61542

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Committee: Finance/Insurance Committee

Meeting Place: Fulton County Board Office, 257 West Lincoln St., Lewistown, IL 61542

Time: 5:30 p m

Date: February 22, 2022

CALL IN INFORMATION:

Call in number: 425-436-6352

Meeting code: 262 8269#

1. Call to Order

Time: 5:33pm

Members:

Barry Beck (present/xxxxxx)

Susan Duquette (present/xxxxxx)

Laura Kessel (present/xxxxxx)

BJ McCullum (present/xxxxxx) arrived at 5:45pm

John Spangler (present/xxxxxx)

Lisa Thompson (present/xxxxxx)

OTHER BOARD MEMBERS: Mary Deushane, Steve Bohler and Cindy Arnett

STAFF: Cindy Simpson – Fulton County Board Administrative Assistant

ELECTED & APPOINTED OFFICIALS: Staci Mayall-Treasurer, Patrick O'Brian – County Clerk, Keith Munter, Jeff Standard – Sheriff, Chris Helle – ETSB/ESDA Director

GUESTS: None

Media: None

2. Roll Call

Roll call was taken, quorum was present

3. Call for Additions/Deletions To and Approval of the Agenda

Member Kessel moved to approve the agenda with a second from Member Beck. Motion carried by roll call vote (5-0).

4. Approval of Previous Minutes – January 25 and February 8, 2022

Member Duquette moved to approve the Minutes from January 25 and February 8, 2022, with a second from Member Kessel Motion carried by roll call vote (5-0).

5. Announcements, Communications and Correspondence – None

6. Public Comments – None

7. Claims

a. Discussion/Action: Claims

Member Duquenne moved to approve the claims with a second from Member Beck. Motion carried by roll call vote (5-0).

8. Old Business

a. Discussion/Action: ARPA Funds

Member Spangler discussed an additional request for ARPA funds from the St. David and Dunfermline Water Commission for \$82,150.00. This is for new water meters, radio transmitters, hydrant and hydrant installation.

Member Spangler discussed the spreadsheet with all the requests for ARPA funds. Member Spangler suggested looking at the infrastructure repairs to the courthouse, the roof repair is not needed. The amount of funds needed for repairs to the courthouse is approximately \$545,000.00.

The list of repairs and approximate cost is: air conditioner \$40,000.00, windows \$305,000.00 and the bell tower repair \$200,000.00.

Member Beck discussed if the carpet on the third floor at the courthouse is an urgent need of replacement or cleaning. County Clerk O'Brian discussed the carpet in the clerk's office was cleaned earlier this year and the cost was \$120.00 and the carpet looks 90% better. The County Clerk will have the carpet cleaned in the County Clerk's office again in the fall and suggested all the carpets in the courthouse be cleaned twice a year. The Finance committee discussed the carpet cleaning throughout the courthouse two times a year. Treasurer Mayall suggested getting a contract for the carpet cleaning.

Member Spangler discussed a capital improvement fund is needed for future repairs at the courthouse.

Member Spangler discussed the Fulton County Highway building that is in such disrepair and needs to be replaced. This project would cost approximately \$3,000,000.00 as of November 2021.

The Highway facility is not safe and the operation of the Highway department affects all of Fulton County. Member Spangler discussed the agriculture industry alone produces in Fulton County approximately 25,000,000 bushels of corn and 7 and 8,000,000 bushels of soybeans. This is a lot of loads of grain that are on the highways and roads of Fulton County.

Member McCullum inquired is there another site for the Highway facility to be built and has the county looked at an engineering group for the Highway facility plans. Keith Munter, Fulton County Engineer, discussed the design process using Sourcewell. Sourcewell is a state approved vendor and, by using Sourcewell, the Highway facility build could start immediately. Munter stated with starting fresh, the county will need an architect to draw the new plans for approximately \$100,000.00 to \$200,000.00 and the plans would need be approved by the state before putting the project out for bid. The project would be bid and Fulton County would be required to take the lowest bid for the project. This would not allow the project to start until late 2023 or 2024 and with the dilapidated stated of the Highway building, this is not a good option.

Munter discussed Sourcewell vets the prices and is a government agency and Sourcewell will have a project manager but they hire local contractors to do work.

Member Thompson inquired where the Highway department would work from while the build is being built. Munter stated the building will be built in stages and a plan is in place.

Member Kessel inquired if Phillips and Associates had given an estimate for repairs that are needed at the Highway facility.

Munter stated respectfully that there is so much disrepair to the Highway facility and it would be irresponsible to spend funds this way. It would be wiser to replace the facility and would potentially cost less for the replacement then to spend the funds on the repairs.

Member McCullum asked why repairs to the current facility have not be kept up. Munter stated the maintenance claims for the past 30 years were checked and he found only minimal claims for repairs to the facility. Member McCullum stated will the new facility be kept up with repair and is this the best site for a new Highway building. Munter discussed the current property is a good location and has water and electric and the property is owned by Fulton County.

Member McCullum inquired about using the motor fuel tax money for building repairs. Munter discussed the Motor Fuel funds have very restrictive uses.

Member Thompson discussed that a capitol fund for repairs needs to be established and the funds can only be use for repairs. Member Thompson stated this is a terrible time to be building with the material cost being so high and materials so hard to get.

Member Thompson inquired if the Highway department would bond the remaining \$1.5 million needed to complete the project.

Member Beck inquired what the cost of the Highway Department salt shed would cost. Munter stated the estimated cost of the salt shed would be \$100,000.00 to \$150,000.00.

Member Thompson inquired if any value engineering has been done and has a cost savings been done.

Munter stated the building has been scaled back and the trucks will be double stacked that is two per garage door which is not ideal but to save money this was done.

Member Beck inquired with the increase in the levy for the Highway department does the Highway department have the funds to pay the bond.

NCL is the bond company that has been looked by the Munter and States Attorney Jochums. NCL is competitive with the interest rate that are being charged our area.

Treasurer Mayall inquired if First Mid-State has been checked for the bond rate. First Mid-State was used in the past for the Clayberg bond.

Member Spangler discussed using \$3,000,000.00 of ARPA funds for the new Highway building.

Chairman Clark inquired what the bond payment would be for \$1,000,000.00. Munter stated the amount is based on November 2022 pricing and without the salt shed the annual payment would be approximately \$88,000.00 per year for 20 years.

Member Thompson stated there was \$250,000.00 from 2018 to 2021 budgeted for maintenance on the Highway buildings and \$42,000.00 was spent. If there was a reserve of funds, there would have been \$250,000.00 to use for building maintenance or capital projects.

Member Thompson discussed the Clayberg Ventilation system should be paid for by the Clayberg. The Clayberg is a self-supporting business and has \$2.6 million in reserves. The Clayberg is a business and the tax payers are already funding the Clayberg at \$1,000,000.00 per year. Member Thompson feels another \$300,000.00 should not be allocated to the Clayberg.

Member Thompson discussed the Clayberg received numerous grant in 2020 and 2021. Member Kessel stated the funds had to be used for specific purposes.

Member Spangler discussed the bathroom project and ventilation is a low priority on the list with other county projects that have an immediate need. Member Spangler stated the project is important but does not need to be done at this time.

Member Thompson discussed to keep the project and look at it at a later date.

Member Spangler discussed taking the broadband off the list of uses for ARPA funds. With the funds that the State of Illinois and the Federal government are putting toward broadband, the amount of ARPA funds Fulton County would use on the project would not show much improvement.

Member Spangler discussed safety for the Sheriff, ETSB, ESDA and FCEMA. Member Kessel discussed the Fairview tower would benefit multiple agencies. The panic buttons for the courthouse are a safety issue and are needed.

Member Spangler suggested to give the Sheriff a dollar amount and Sheriff Standard could choose the projects to be done.

Member Kessel has some concern regarding the hazard pay for the Sheriff's department that there should be a maximum dollar amount limitation.

Sheriff Standard discussed he has secured a \$150,000.00 grant to remove the building from the lot next to the Fulton County Jail and to do blacktop paving.

Member Thompson inquired can the courthouse security button be taken from the courthouse security fund. Sheriff Standard will look at fund 031 that has \$134,025.70.

Member Spangler discussed ESDA is asking for \$68,000.00 for a Ford F150 Truck and FCEMA a new ambulance and upgrade HVAC system in Ipava for \$267,000.00, ETSB, Fairview Tower for \$190,000.00 and ETSB Jane Boyd Building HVAC system for \$25,000.00.

Chris Helle discussed the tower at Fairview will benefit Fairview Fire, Copperas Creek Fire, Cuba Fire Avon Fire and will increase the paging capabilities for emergencies and other agencies. The new tower would be approximately 160 to 180 feet tall.

County Clerk O'Brian discussed the election website funds. The requirements are the Election authority has a .gov website and Fulton County posts its election results to the website. Currently the website infrastructure is not very strong. There has been discussion about changing. Fulton County's email to fultoncounty.gov email. Clerk O'Brian inquired if this website is acceptable but could not get an answer. This would require getting over 200 new email address and no one could advise if the old email could be redirected to the new web site address. The domain, Fulton County Illinois.gov has been secured for free by Clerk O'Brian. Currently this website is only required for Election authorities. This email is currently being used by Clerk O'Brian and five persons in the County Clerk's office that assist with elections.

Clerk O'Brian discussed this will take the election website into the 21st century. The web site has a secure portal to allow voters to complete their voters' registration card, vote by mail application and economic statements of interest all can be completed on the new website.

Member Kessel asked when new employees start working for Fulton County can the new employees be given the new email address to use or would this cause too much confusion. Clerk O'Brian stated the election website address will only be used for election officials at this time.

Treasurer Mayall discussed the Health department requests. Member Spangler stated there needs to be additional information on this request for the roof, HVAC totaling \$1.6 million. Spangler stated the Finance Committee struggled spending \$3,000,000.00 for a new Highway building, and the county should spend \$2,135,490.00 an existing building. Spangler stated Fulton County should get an estimate what the Health Department building is worth. With \$2,135,490.00 being asked for this would be a great start to a new building.

Member Kessel stated that Katie Lynn advised the roof is the same type of roof that is on Lincoln School in Canton, IL. Lincoln School replaced their roof two years ago and this was the cost for the roof.

Katie Lynn discussed the Health Department tried to obtain contact tracing grants for projects and the grant were denied by the State of Illinois. The projects that are listed FCHD new roof, FCHD HVAC and FCHD parking lot repaving this was estimated cost received from Phillips & Associates in 2020. Katie Lynn discussed the HVAC system cost is high due to the Health Department building having original boilers and there are pipes in the wall that will start to leak. The cost is due to all new duct work associated with the project.

Member Spangler discussed the issue with the new roof is this is a flat roof and they just do not last more than 20 years. There have been some facilities that put a pitched roof on to eliminate the issue of roof replacement every 20 years.

Katie will get more information regarding the roof and the HVAC system and sent it to the Finance Committee.

Members of the Finance committee asked who owns the Health Department. Katie Lynn stated the County Board of Health owns the Health Department building. Currently the Health Department has three renters and is receiving some additional funds.

Member Thompson suggested getting additional information for the Health Department request.

Member Kessel discussed the request for the Fulton County Fair \$483,917.28 for projects.

Member Kessel suggested supporting the Fulton County Fair new bathroom project for \$267,000.00.

Member Arnett discussed the Fulton County fair offers 20 campsites with electricity and the Spoon River Drive will be at the Fairgrounds this year.

Member Thompson discussed the projects for the community. A financial statement and balance sheet needs to be submitted with the request. Justification is needed on how the business needs to be provided.

Treasurer Mayall discussed all of the businesses will need to provide accountability and follow up for every check that is written to each business. Fulton County will be issuing a 1099 for the payments issued.

Treasurer Mayall inquired what documentation will be requested to receive the ARPA funds for the businesses. Fulton County needs to define if Intergovernmental agreements or contractual agreements are needed for the entities, as well as and financial statements. Treasurer Mayall indicated that the US Treasury has not defined what type of report will be needed.

Member Thompson discussed there is an ARPA meeting with UCCI on January 28, 2022, and is in hopes more direction will be given on reporting.

Member Spangler stated additional legal information is needed and will discuss this with State's Attorney Jochums.

Member McCullum moved to approve the use of \$2,000,000.00 of ARPA funds toward a new Highway facility and salt shed with a second from Member Beck. Motion carried by roll call vote (5-1) with Member Kessel voting nay.

Member Kessel moved to approve the use of \$302,000.00 of ARPA funds toward the Clayberg Ventilation system with a second from Member Duquette.

Member Kessel rescinded the motion and Member Duquette rescinded the second.

Member Duquette moved to approve the use of \$600,000.00 total ARPA funds for the Sheriff's office with no more than \$100,000.00 of the funds being used for hazard pay, with a second from Member McCullum. Motion carried by roll call vote (5-1) with Member Beck voting nay.

Member Kessel moved to approve the use of \$550,000.00 total ARPA funds for ESDA for a Ford 150 \$68,000.00, FCEMA New Ambulance and HVAC for Ipava \$267,000.00, ETSB Fairview Tower for \$190,000.00 and ETSB HVAC Jane Boyd building for \$25,000.00 with a second from Member Thompson. Motion carried by roll call vote (6-0).

Member Duquette moved to approve the use of \$6,650.00 of ARPA funds be used for the County Clerk office election website fees with a second from Member Kessel.

Motion was rescinded by Member Duquette and the second was rescinded by Member Kessel and a new motion was made.

Member Duquette moved to approve the use of \$78,665.00 of ARPA funds for the County Clerk O'Brian to Digitize the County Board Minutes and election website fees with a second from Member Thompson. Motion carried by roll call vote (6-0).

Member Kessel moved to approve the use of \$300,000.00 of ARPA funds to the Fulton County Fair bathroom project with a second from Member Duquette. Motion carried by roll call vote (6-0).

Member Beck moved to approve the use of \$80,000.00 ARPA funds toward the Spoon River Drive. Member Beck rescinded the motion.

9. New Business – None

10. Misc.

Member Duquenne discussed having a Special Finance Committee meeting regarding the use of the remaining ARPA meeting.

Treasurer Mayall inquired if hazard pay will be evaluated. The Finance Committee stated the hazard pay will continue to be discussed. Member Spangler discussed there are many issues regarding the hazard pay for everyone and the entire system has not been fair.

Adjournment

Time: 7:55pm

Member Duquenne moved to adjourn the meeting at 7:55pm with a second from Member Beck. Motion carried by roll call vote (6-0).

APPROVED MARCH 8, 2022