

**COUNTY OFFICES COMMITTEE
COUNTY BOARDROOM
TUESDAY, JANUARY 11, 2022
AGENDA
5:30 P.M.**

The public may feel free to participate via Zoom.

The ID is: 825 7992 8287

Password is: 737915

1. Call to Order

2. Roll Call – Autum Jones (ch), Nathan Schertz, Richard Hill, Al Durst, Chuck Nagel

3. Approval of Minutes

- a. Approval of December 14, 2021 regular meeting minutes.
- b. Approval of and release or keep confidential December 14, 2021 executive session minutes

4. Public Input

5. Appointments

- a. Approval of December claims
- b. County Board Per Diem – Roll Call Vote

7. Unfinished Business

8. New Business

- a. Discussion and action regarding State Holidays

9. Other

10. Executive Session (if necessary)

11. Any action coming out of Executive Session

12. Adjournment

**COUNTY OFFICES COMMITTEE
COUNTY BOARDROOM
TUESDAY, DECEMBER 14, 2021
MINUTES
5:30 P.M.**

1. Call to Order

The meeting was called to order by Vice Chairman Hill at 5:30 PM.

2. Roll Call –

Nathan Schertz, Richard Hill, Chuck Nagel, and alternate Jerry Smith were all present. Al Durst is excused.

3. Approval of Minutes

a. Approval of November 9, 2021 regular meeting minutes.

Motion to approve November 9, 2021 minutes made by Nagel, seconded by Smith.

Motion passed.

b. Release or Keep Confidential August 10, 2021 Executive Session minutes

Motion to release the August 10, 2021 executive session minutes made by Nagel,

seconded by Smith. *Motion passed.*

4. Public Input

5. Appointments

a. Appointment of Autum Jones to the County Offices committee to fulfill the unexpired 2 year term of Jason Spence expiring the first Monday in December 2022.

b. Appointment of Autum Jones as chairman of County Offices to complete the unexpired 2 year term of Jason Spence expiring the first Monday in December 2022.

c. Appointment of Nathan Schertz to the Woodford County Liquor Commission Committee to fill the unexpired term of Barry Logan expiring the first Monday in December 2022.

d. Appointment of Nick Miller to the Woodford County Board to fill the unexpired term of Jason Spence expiring the first Monday in December, 2022.

e. Appointment of Nick Miller to the Road and Bridge Committee to fill the unexpired term of Barry Logan expiring the first Monday of December, 2022.

f. Appointment of John Krug to the Negotiating Committee to fill the unexpired term of Jason Spence, expiring the first Monday in December, 2022.

g. Appointment of Chuck Nagel to the Negotiating Committee to fill the unexpired term of Justin Faulk, expiring the first Monday in December 2022.

h. Appointment of Bill Carden to the Woodford County Board to fill the unexpired term of Barry Logan expiring the first Monday in December 2022.

i. Appointment of Bill Carden to the CP&Z Committee to fill the unexpired term of Jason Spence expiring the first Monday in December 2022.

This will be treated as a consent agenda. Motion to approve the appointments A-I made by Nagel, seconded by Smith. *Motion passed.*

**COUNTY OFFICES COMMITTEE
COUNTY BOARDROOM
TUESDAY, DECEMBER 14, 2021
MINUTES
5:30 P.M.**

6. Approval of Claims

- a. Approval of December claims

Motion to approve December claims made by Nagel, seconded by Smith. *Motion passed.*

- b. County Board Per Diem – Roll Call Vote

There are three per Diem's – Autum Jones for \$650, Dave Meinhold for \$225, and Chuck Nagel for \$1200. Motion by Nagel to approve the three per Diems, seconded by Smith. Roll call vote – Hill-yes; Smith-yes; Nagel-yes. *Motion passed.*

7. Unfinished Business

8. New Business

- a. Set 2022 meeting schedule

Motion to continue with the same schedule as present (meeting the Tuesday after the first Tuesday of the month at 5:30) made by Nagel, seconded by Smith. *Motion passed.*

- b. Approval of Resolution 2021/2022 #003 approving the Continued Operation of the

Office of the State's Attorney Appellate Prosecutor.

Motion by Smith to approve Resolution 2021/2022 #003, seconded by Nagel. This is done every year. The Appellate Prosecutor helps if there is a conflict with the State's Attorney office handling a case, with expertise, and any criminal or civil appeal.

Motion passed.

- c. Clerk update on Recorder's Office

They are moving forward with the scanning of all documents. They are working around the clock to scan all the old documents and should be done within the next day or two. They are very happy with the new vendor and the documents being offered on line. They offer subscriptions from \$75-\$400 depending on the amount of minutes a subscriber wishes to use. There are currently 28 people who have purchased and have generated an income of \$18,774.58 thus far for selling subscriptions. This money is divided between the Clerk's automation fund and the general fund. People can also apply for their marriage license on line.

- d. Approval of Ordinance 2021/2022 #002 Apportionment Plan

This was discussed back in April, but was never taken to the County Board. Motion to approve Ordinance 2021/2022 #002 and move to the full board made by Nagel, seconded by Smith. *Motion passed.*

**COUNTY OFFICES COMMITTEE
COUNTY BOARDROOM
TUESDAY, DECEMBER 14, 2021
MINUTES
5:30 P.M.**

e. Approval of Resolution 2021/2022 #004 Increasing Precinct Size

Senate bill 825 requires that all precincts be increased, where possible, to 12,000 voters. The bill also states that the precinct can't cross township lines, county board districts, or congressional districts. The Clerk has reduced the precincts from 45 to 37. Cazenovia 1 & 2 will be combined for a total of 681. There voting place has not been determined. Might utilize the school in Washburn since the bill also makes the Election Day a holiday. The Primary is June 28, and school is not in session, so that may be a problem. Other combinations are as follows –

El Paso 3 (613 voters) will be combined with El Paso 4 (531 voters) for a total of 1144.

Metamora 4 (401 voters) will be combined with Metamora 5 (608 voters) for a total of 1009.

Minonk 2 (601 voters) will be combined with Minonk 3 (376) voters for a total of 977

Roanoke 1 (350 voters) will be combined with 100 voters from Roanoke 3 for a total of 450 voters. The rest of Roanoke 3 (476 voters) will be combined with Roanoke 2 (764 voters) for a total of 1240 voters.

Worth 1 (628 voters) will combine with Worth 2 (508 voters) for a total of 1136 voters. Worth 7 (644 voters) will combine with Worth 8 (441 voters) for a total of 1085, and Worth 9 (604 voters) will combine with Worth 10 (678) for a total of 1282. Once the changes are approved it can be sent to the state. Partridge, Lynne, Minonk 1, Spring Bay 1 & 2, Greene, Panola, El Paso 1 & 2, Clayton, Cazenovia 3, Cruger 1 & 2, Metamora 1 &2, Palestine, Worth 3, 4, 5 &6, and Montgomery 1 & 2 all did not change. Motion to approve Resolution 2021/2022 #004 increasing the precinct sized made by Nagel, seconded by Smith. *Motion passed.*

f. Approval of Resolution 2021/2022 #005 Establishing a Voting Center

Motion to approve Resolution 2021/2022 #005 establishing a voting center made by Nagel, seconded by Smith. Part of the bill was establishing a voting center in the largest municipality or County Clerk office. The County Clerk has in the past used the Board of Review in the Courthouse as a voting center. However, days of voting can conflict with the Board of Review meetings. Therefore, the Clerk would like to establish 1833 S. Main Street as a voting Center. *Motion passed.*

The bill also changes the amount of signatures required to run for an office. Elected officials need 61 signatures. Republican county board members need 15 signatures in

**COUNTY OFFICES COMMITTEE
COUNTY BOARDROOM
TUESDAY, DECEMBER 14, 2021
MINUTES
5:30 P.M.**

District 1, 15 signatures in District 2, and 17 signatures in District 3. Democratic candidates running for county board need 5 signatures in District 1, and 21 signatures in District 2 and 3. The first day to circulate packets for county board seats is January 13. First day to file is March 7 and the last day to file is March 14.

- g. Approval of Resolution 2021/2022 #006 Fee to Townships for Incomplete Township Assessor Work.

Motion to approve Resolution 2021/2022 #006 made by Nagel, seconded by Smith. The resolution allows for the Supervisor of Assessment to charge back to the township's for township assessor incomplete work that her office is having to complete. Ms. Goff is meeting with the township assessors to inform them of this change. The committee also recommends that she meet with the townships to inform them of the change also. We need to communicate to all so they can't say they didn't know. Discussion on if Ms. Goff can contract with someone to complete the work not done by the township assessor and the answer was no. Most of the township assessors complete all the work. There are currently only two who do not. Some of the township assessors assess more than one township. *Motion passed.*

9. Other

10. Executive Session (if necessary)

a. 5 ILCS 120/2(c)(1) Compensation of employee

Motion to go into executive session under 5 ILCS 120/2(c)(1) made by Nagel, seconded by Smith. Roll call vote – Schertz-yes; Hill-yes; Nagel-yes; Smith-yes. *Motion passed.*

11. Any action coming out of Executive Session

a. 5 ILCS 120/2(c)(1) Compensation of employee

Motion to come out of executive session made by Nagel, seconded by Smith. There is no action to be taken. *Motion passed.*

12. Adjournment

Motion to adjourn made by Nagel, seconded by Smith. *Motion passed.*

Meeting adjourned at 6:20 PM.

Submitted by: Deb Breyman

Richard Hill, Vice Chairman
County Offices Committee