

**COUNTY OFFICES COMMITTEE**  
**COUNTY BOARDROOM**  
**BOARDROOM IS NOW LOCATED AT 1835 S. MAIN STREET**  
**TUESDAY, OCTOBER 13, 2020**  
**AGENDA**  
**SPECIAL TIME 5:00 P.M.**

The public may feel free to participate via Zoom.

The ID is: 848 8059 8058

Password is: 330438

The Public may also send letters:

Woodford County  
Attn: Woodford County Coordinator  
115 N. Main Street  
Eureka, IL 61530

**1. Call to Order**

**2. Roll Call** – Jason Spence (ch), Chuck Nagel, Emily Barker, Russ Cotton, Danny Steffen

**3. Approval of Minutes**

- a. Approval of September 8, 2020 regular meeting minutes.

**4. Public Input**

**5. Appointments**

- a. Approval of Appointment of Kristen Fehr to the MDP Board to replace the expired 3 year term of Lindsay Franklin expiring June 30, 2022.
- b. Approval of Appointment of Eric Scroggs to the MDP Board for a 3 year term expiring June 30, 2023.

**6. Approval of Claims**

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

**7. Unfinished Business**

**8. New Business**

- a. Discussion of State Holiday/Courthouse closing on Election Day.
- b. Resolution 10-20-001 Authorizing the execution of a Deed of Conveyance to Gulfview Management LLC Series 20 on parcel #02-28-400-004
- c. Resolution 10-20-002 Authorizing the execution of a Deed of Conveyance to Troy L. Smith on parcel #07-14-202-003
- d. Resolution 10-20-003 Authorizing the execution of a Deed of Conveyance to Joe C. Pioletti on parcel #08-20-314-002
- e. Resolution 10-20-004 Authorizing the execution of a Deed of Conveyance to Alicia Lapretre on parcel #10-14-309-014
- f. Resolution 10-20-005 Authorizing the execution of a Deed of Conveyance to TRREI, LLC on parcel #16-05-305-019

**9.. Department Updates**

- a. County Clerk-election issues-Discussion on using Cure Grant Funds to relocate the early voting location.
- b. Approval of Resolution 2019-20 #091 We Care

**10. Budget**

**11. Other**

**12. Executive Session (if necessary)**

**13. Any action coming out of Executive Session**

**14. Adjournment**

**COUNTY OFFICES COMMITTEE  
COUNTY BOARDROOM  
TUESDAY, SEPTEMBER 8, 2020  
MINUTES  
4:30 P.M.**

**1. Call to Order**

2. **Roll Call** – Jason Spence (ch), Russ Cotton (via Zoom), Chuck Nagel (via Zoom), Emily Barker (via Zoom). Dan Steffen was absent. Also present was alternate Jerry Smith.

**3. Approval of Minutes**

a. Approval of August 18, 2020 special meeting minutes.  
Motion to approve August 18, 2020 minutes made by Nagel, seconded by Barker.  
*Motion passed.*

b. Approval of July 14, 2020 Executive session 1  
c. Approval of July 14, 2020 Executive session 2  
Since the committee participated by Zoom, these minutes were not reviewed. They will be reviewed at the October meeting.

**4. Public Input**

**5. Appointments**

a. Approval of appointment of Mark Vaughn to the Woodford County Housing Authority for a 1 year term expiring June 30, 2021.  
Motion to approve the appointment of Mark Vaughn to the Woodford County Housing Authority for a 1 year term expiring on June 30, 2021 made by Cotton, seconded by Nagel. *Motion passed.*

b. Approval of reappointment of Laura Siscoe to the Woodford County Housing Authority for a 3 year term expiring June 30, 2023.  
Motion to approve the reappointment of Laura Siscoe to the Woodford County Housing Authority for a 3 year term expiring June 30, 2023 made by Barker, seconded by Cotton.  
*Motion passed.*

**6. Approval of Claims**

Motion to approve the September claims made by Cotton, seconded by Nagel. *Motion passed.*

**7. County Board Per Diem – Roll Call Vote**

There were no petitions for the month.

**8. Department Updates**

a. Supervisor of Assessments  
Ms. Goff presented the committee with a chart showing all the splits and consolidations that were done. The Board of Review findings have been forwarded to the Department of Revenue and PTab. All June sales are completed and assessment calculations and data entry are on track. GIS mapping tech has completed all the month of September 2019 and has mapping changes set up to February 2020. Property listings and acreages were

**COUNTY OFFICES COMMITTEE  
COUNTY BOARDROOM  
TUESDAY, SEPTEMBER 8, 2020  
MINUTES  
4:30 P.M.**

sent to the attorney representing the drainage district. She has met with Devnet and Zoning to discuss picture sharing options and zoning scanned images.

The Woodford County Clerk, Dawn Kupfer reported that she has received over 3,000 requests for mail in ballots. She expects that number to go up. She has ordered a secure drop off box that will be placed inside the front door. This box will be monitored on camera and will be out of the weather. It was asked if a person could vote in their precinct and then also do a mail in ballot. It was explained that everyone who has requested a mail in ballot will be flagged in the system. If they show up at a precinct to vote, they will have to turn in the mail in ballot before they can vote at the precinct. If a person shows up at the Courthouse to vote, the office will be calling their precinct to make sure they have not already voted, and to notify them that they are voting at the Courthouse.

The Treasurer reported that taxes were due September 4<sup>th</sup>. Her office will be doing a distribution next week. It was asked if Covid has had an effect on the collection of taxes. Ms. Andrews reported that they have collected more in the first installment than they have in the past, so they are ahead in the collection of the taxes. Due to wording in a Public Act, there is a question if the tax sale can be held on November 10. The wording states that the tax sales shall be held no earlier than 120 days after the effective date of the Act or until the first day of the first month in which there is no longer a state wide Covid-19 public health emergency. At this point, Ms. Andrews is moving forward with the sale on the 10<sup>th</sup>, unless otherwise advised.

**9. Unfinished Business**

**10. New Business**

a. We Care Contract

The state says we need to have a contract with We Care. This contract was written by the Assistant State's Attorney Matt Miller. It has already been approved by the We Care Board. Motion to approve the We Care Contract and send to the full Board made by Nagel, seconded by Barker. *Motion passed.*

b. Approval of Board Administrative Assistant Job Description

Mr. Nagel, Mr. King and Ms. Breyman met and came up with a list of the duties of the job. It is important for the Board to know what the duties are in case there is a question, and it helps the employee to know what is expected of them. Motion to approve the job description of the Board Administrative Assistant and send to the full Board made by Barker, seconded by Nagel. *Motion passed.*

**COUNTY OFFICES COMMITTEE  
COUNTY BOARDROOM  
TUESDAY, SEPTEMBER 8, 2020  
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c. Renewal of the DEVNET Property Tax, wEdge, and Planning, Building & Zoning Software License, Maintenance and Support for Woodford County. This is a contract that is done every 5 years. The current contract expires on December 31, 2020. The only change in the new contract is a 5% increase in the maintenance and support. This contract affects the County Clerk, Supervisor of Assessments, Zoning, and the Treasurer's office. Motion to approve the DEVNET contract and send to the full Board made by Nagle, seconded by Cotton. *Motion passed.*

d. Approval of Ordinance 2019-20 #16 Authorizing the Execution and Delivery of Local CURE Program Financial Support Conditions and Certification  
The County has been awarded a grant to cover the expense we have incurred because of the Covid 19 pandemic. This Ordinance, along with a list of expenses, will be sent to the state for reimbursement. Motion to approve Ordinance 2019-20 #16 and send to the full Board made by Cotton, seconded by Baker. *Motion passed.*

- 11. Budget**
- 12. Other**
- 13. Executive Session (if necessary)**
- 14. Any action coming out of Executive Session**
- 15. Adjournment**

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

Meeting adjourned at 6:15.

Submitted by: Deb Geyman

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Jason Spence, Chairman  
County Offices

September 17, 2020

**BOARD OF  
DIRECTORS:**

Rob McIntosh,  
Chairman

Ron Zaeske,  
Vice Chairman

Chrissy Zehr,  
Secretary

Jan Megan  
Treasurer

Gene Jones

Rosie Allg

Liz Hayes

Tom Pruitt

Brenda Bill

Mike Risen


Sandy  
Swartzentruber

Mr. John Krug  
Chairman of the Woodford County Board  
115 N. Main Street, Room 202  
Eureka, Illinois 61530

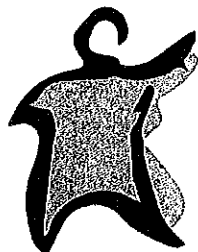
Dear Mr. Chairman,

Eric Scroggs has served the interests of individuals with developmental disabilities well during his tenure on the MDP Board. I respectfully request that you consider appointing him to another term.

Sincerely,

  
Keith P. McArdle  
President / CEO

Reappointment of Eric Scroggs to the MDP Board for a 3 year term  
expiring June 30, 2023.



**ADDWC**

Adding Value To Our Community

[www.addwc.org](http://www.addwc.org)

FILED  
SEP 16 2020

WOODFORD COUNTY  
CLERK AND RECORDER

BOARD OF  
DIRECTORS:

Rob McIntosh,  
Chairman

Ron Zaeske  
Vice-Chairman

Chrissy Zehr  
Secretary

Jan Megan  
Treasurer

Gene Jones

Rosie Allg

Brenda Bill

Tom Pruitt

Mike Risen

Liz Hayes

Sandy  
Swartzentruber

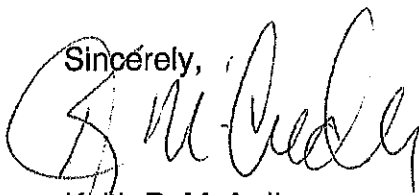
September 14, 2020  
Mr. John Krug  
Chairman of the Woodford County Board  
115 N. Main Street, Room 202  
Eureka, Illinois 61530

Dear Mr. Chairman,

Lindsay Franklin has resigned from the MDP Board due to changing her employment. **Kristen Fehr** has expressed an interest in serving on the MDP Board. The other members of the MDP Board would like to respectfully request that you consider her to serve on this Board. She would replace Lindsay Franklin.

Kristen has been very active as an advocate for individuals with intellectual disabilities. She would be a welcome addition to the MDP Board. Thank you for considering this request.

Sincerely,



Keith P. McArdle  
President / CEO



**ADDWC**

Adding Value To Our Community

Appointment of Kristen Fehr to the MDP Board to replace the  
expired 3 year term of Lindsay Franklin expiring June 30, 2022.

RESOLUTION



WHEREAS, The County of Woodford, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Woodford, as Trustee for the Taxing Districts therein, has acquired an interest in the following described real estate:

PARTRIDGE TOWNSHIP

PERMANENT PARCEL NUMBER: 02-28-400-004

As described in certificate(s) : 2015-0001 sold October 2016

and it appearing to the The County Office's Committee of the County Board that it is in the best interest of the County to dispose of its interest in said property.

WHEREAS, Gulfview Management LLC, Series 20, has bid \$2,000.00 for the County's interest, such bid having been presented to the The County Office's Committee of the County Board at the same time it having been determined by the The County Office's Committee of the County Board and the Agent for the County, that the County shall receive from such bid \$1,457.25 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$57.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$2,000.00.

WHEREAS, your The County Office's Committee of the County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF WOODFORD COUNTY, ILLINOIS, that the Chairman of the Board of Woodford County, Illinois, be hereby authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$1,457.25 to be paid to the Treasurer of Woodford County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this \_\_\_\_\_ day of \_\_\_\_\_,

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRMAN

RESOLUTION



WHEREAS, The County of Woodford, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Woodford, as Trustee for the Taxing Districts therein, has acquired an interest in the following described real estate:

SPRING BAY TOWNSHIP

PERMANENT PARCEL NUMBER: 07-14-202-003

As described in certificate(s) : 2016-0058 sold October 2017

and it appearing to the The County Office's Committee of the County Board that it is in the best interest of the County to dispose of its interest in said property.

WHEREAS, Troy L. Smith, has bid \$2,500.00 for the County's interest, such bid having been presented to the The County Office's Committee of the County Board at the same time it having been determined by the The County Office's Committee of the County Board and the Agent for the County, that the County shall receive from such bid \$1,832.25 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$57.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$2,500.00.

WHEREAS, your The County Office's Committee of the County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF WOODFORD COUNTY, ILLINOIS, that the Chairman of the Board of Woodford County, Illinois, be hereby authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$1,832.25 to be paid to the Treasurer of Woodford County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRMAN





WHEREAS, The County of Woodford, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Woodford, as Trustee for the Taxing Districts therein, has acquired an interest in the following described real estate:

WORTH TOWNSHIP

PERMANENT PARCEL NUMBER: 08-20-314-002

As described in certificate(s) : 2016-0072 sold October 2017

and it appearing to the The County Office's Committee of the County Board that it is in the best interest of the County to dispose of its interest in said property.

WHEREAS, Joe C. Pioletti, has bid \$5,000.00 for the County's interest, such bid having been presented to the The County Office's Committee of the County Board at the same time it having been determined by the The County Office's Committee of the County Board and the Agent for the County, that the County shall receive from such bid \$3,707.25 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$57.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$5,000.00.

WHEREAS, your The County Office's Committee of the County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF WOODFORD COUNTY, ILLINOIS, that the Chairman of the Board of Woodford County, Illinois, be hereby authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$3,707.25 to be paid to the Treasurer of Woodford County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this \_\_\_\_\_ day of \_\_\_\_\_,

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRMAN

RESOLUTION



WHEREAS, The County of Woodford, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Woodford, as Trustee for the Taxing Districts therein, has acquired an interest in the following described real estate:

ROANOKE TOWNSHIP

PERMANENT PARCEL NUMBER: 10-14-309-014

As described in certificate(s) : 97-0130 sold October 1998

and it appearing to the The County Office's Committee of the County Board that it is in the best interest of the County to dispose of its interest in said property.

WHEREAS, Alicia Lapretre, has bid \$1,001.00 for the County's interest, such bid having been presented to the The County Office's Committee of the County Board at the same time it having been determined by the The County Office's Committee of the County Board and the Agent for the County, that the County shall receive from such bid \$494.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$57.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$1,001.00.

WHEREAS, your The County Office's Committee of the County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF WOODFORD COUNTY, ILLINOIS, that the Chairman of the Board of Woodford County, Illinois, be hereby authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$494.00 to be paid to the Treasurer of Woodford County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this \_\_\_\_\_ day of \_\_\_\_\_,

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRMAN

# RESOLUTION



WHEREAS, The County of Woodford, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Woodford, as Trustee for the Taxing Districts therein, has acquired an interest in the following described real estate:

EL PASO TOWNSHIP

PERMANENT PARCEL NUMBER: 16-05-305-019

As described in certificate(s) : 2016-0134 sold October 2017

and it appearing to the The County Office's Committee of the County Board that it is in the best interest of the County to dispose of its interest in said property.

WHEREAS, TRREI, LLC, has bid \$3,101.00 for the County's interest, such bid having been presented to the The County Office's Committee of the County Board at the same time it having been determined by the The County Office's Committee of the County Board and the Agent for the County, that the County shall receive from such bid \$2,283.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$57.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$3,101.00.

WHEREAS, your The County Office's Committee of the County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF WOODFORD COUNTY, ILLINOIS, that the Chairman of the Board of Woodford County, Illinois, be hereby authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$2,283.00 to be paid to the Treasurer of Woodford County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRMAN

PART TWO ATTACHMENT 3

RESOLUTION AUTHORIZING EXECUTION AND AMENDMENT OF FEDERAL CARES Act Section 5311 GRANT AGREEMENT

WHEREAS, the provision of public transit service is essential to the transportation of persons in the non-urbanized area; and

WHEREAS, 49 U.S.C. § 5311 ("Section 5311"), makes funds available to the State of Illinois to help offset certain operating deficits and administrative expenses of a system providing public transit service in non-urbanized areas; and

WHEREAS, the State of Illinois, acting by and through the Illinois Department of Transportation, is authorized by 30 ILCS 740/3-1 et seq. to provide the Section 5311 grant; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient, including the provision by it of the local share of funds necessary to cover costs not covered by funds provided under Section 5311.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE COUNTY OF WOODFORD:

Section 1. That an application be made to the Office of Intermodal Project Implementation, Department of Transportation, State of Illinois, for a financial assistance grant under Section 5311 for the term effective January 20th, 2020 and expiring on June 30th, 2023 ("Term") for the purpose of off-setting a portion of the Public Transportation Program operating deficits of the County of Woodford.

Section 2. That the Treasurer is hereby authorized and directed to execute and file on behalf of the County of Woodford such application.

Section 3. That the Treasurer is authorized to furnish such additional information as may be required by the Office of Intermodal Project Implementation and the Federal Transit Administration in connection with the aforesaid application for said grant.

Section 4. That Treasurer is hereby authorized and directed to execute and file on behalf of County of Woodford Section 5311 Grant Agreement ("Agreement") with the Illinois Department of Transportation, and amend such Agreement, if necessary, in order to obtain grant assistance under the provisions of Section 5311 for the Term.

Section 5. That the Treasurer is hereby authorized to provide such information and to file such documents as may be required to perform the Agreement and to receive the grant for the Term.

PRESENTED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_

(Signature of Authorized Official)

(Attest)

(Title)

(Date)