

**COUNTY OFFICES COMMITTEE  
COUNTY BOARDROOM  
TUESDAY, OCTOBER 11, 2022  
AGENDA  
4:30 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 September 13, 2022 regular meeting minutes.
- 4. Approval of Executive Session Minutes**
  - a. Approval of and Release or Keep Confidential the Sept 13, 2022 Executive Session Minutes
  - b. Release or Keep Confidential the June 8, 2021 Executive Session Minutes
- 5. Public Input**
- 6. Appointments**
- 7. Claims**
  - a. Approval of claims
  - b. County Board Per Diem – Roll Call Vote
- 8. Budget**
- 9. Unfinished Business**
- 10. New Business**
  - a. Approval of GIS Mapping - Parcel Management, Farm Maintenance Quotes Selection
  - b. Resolution 10-22-001 Authorizing the execution of a Deed of Conveyance to Brent & Emily Dean on parcel #07-12-307-003
  - c. Resolution 10-22-002 Authorizing the execution of a Deed of Conveyance to Zoran Petrevski on parcel #08-32-300-041
  - d. Resolution 10-22-003 Authorizing the execution of a Deed of Conveyance to Chad Hillman on parcel #15-05-314-005
  - e. Approval of Resolution 2021/2022- 076 Authorizing Election Day as a Paid Holiday.
- 11. Other**
- 12. Executive Session (if necessary)**
- 13. Any action coming out of Executive Session**
- 14. Adjournment**

**COUNTY OFFICES COMMITTEE  
COUNTY BOARDROOM  
TUESDAY, SEPTEMBER 13, 2022  
MINUTES  
5:30 P.M.**

**1. Call to Order**

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

**2. Roll Call**

Autum Jones (ch), Al Durst, Chuck Nagel, and alternate Jerry Smith all present. Nathan Schertz I s excused. Richard Hill is absent.

**3. Approval of Minutes**

a. Approval of August 9, 2022 regular meeting minutes.

Motion to approve August minutes made by Durst, seconded by Nagle. *Motion passed.*

**4. Approval of Executive Session Minutes**

**5. Public Input**

None

**6. Appointments**

a. Reappointment of Michael Adams to the Roanoke Fire Protection District for a 3 year term expiring May 13, 2025

Motion to reappoint Michael Adams to the Roanoke Fire Protection District for a 3 year term made by Nagle, seconded by Durst. *Motion passed.*

b. Reappointment of Dan Magnuson to the Roanoke Fire Protection District for a 3 year term expiring May 13, 2025.

Motion to reappoint Dan Magnuson to the Roanoke Fire Protection District for a 3 year term made by Durst, seconded by Nagle. *Motion passed.*

**7. Claims**

a. Approval of claims

Motion to approve September claims made by Nagle, seconded by Durst. *Motion passed.*

b. County Board Per Diem – Roll Call Vote

There are two per Diems – one for Jones for \$750 and another for Durst for \$2,350. Motion to approve the two per Diems made by Nagle, seconded by Smith. *Motion passed.*

**8. Budget**

**9. Unfinished Business**

**10. New Business**

a. Approval of Resolution 09-22-001 Authorizing the execution of a Deed of Conveyance to 19x1950 Family Farm LLC on parcel #05-33-117-002

Each year unpaid taxes are offered up in a tax sale. This parcel was picked up by the County Trustee. This year a person came forward at the sealed bid sale and purchased this property. Motion to approve Resolution 09-22-001 made by Nagle, seconded by Durst. Discussion on

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how the bid funds are distributed. Minimum bid for tax sale parcels is \$807. The parcel was purchased for \$1,911. \$1,399.50 will go to the County, \$463.50 will go to the Trustee, and \$57 will go the County Clerk for recording. The \$1,399.50 will then be distributed to the taxing bodies of that parcel. *Motion passed.*

- b. Discussion and approval of the Polling Place Accessibility Grant FY 2023 for \$30,739

The County Clerk has received a grant that will put handicap accessible voting booths at all 37 precincts. She needs approval to sign the grant to receive the funds. Motion to approve Polling Place Accessibility Grant made by Durst, seconded by Nagle. *Motion passed.*

**11. Other**

Ms. Jording discovered that the Assessor's office was looking into changing GIS service providers. We currently use Sidwell. Our GIS map desktop is going to be sun setting and we will have to switch over to Pro. This has to be done by 2025. She has received one quote from Bruce Harris to switch over and clean up our maps at \$29,275. The other quote she has received from Cloud Point will switch us over to Pro for \$8,500, and then charge an additional fee to clean up maps. We do not know that fee, and will not know that fee until they look at our situation. Ms. Jording would like some direction on where to go. It was asked why we are switching. There have been some issues with support with Sidwell. They currently operate out of Canada. The mapper received a new computer and it took Sidwell three weeks to remotely set it up. So we can switch now, and go to Pro next year, or we can do it all in one step. We currently pay Sidwell annually \$4,791. It was decided that they will put placeholders within the budge to move forward on this. There is a GIS account so this will not come out of the General Funds. GIS funds are replenished with fees from the County Clerk's Office.

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

- a. 5 ILCS 120/2 (c) (3) The selection of a person to fill a public office.

Motion to go into Executive Session under 5 ILCS 120/2 (c) (3) made by Nagle, seconded by Durst. Roll call vote – Nagle – yes; Jones – yes; Durst – yes; Smith – yes.

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

- a. 5 ILCS 120/2 (c) (3)

Motion to come out Executive Session made by Nagle, seconded by Smith. *Motion passed.*

Motion to accept the contract for duties of the County Assessor's Office Supervisor with Gary Twist made by Nagle, seconded by Durst. *Motion passed.*

Ms. Jording gave an updated report of the Supervisor Assessor's Office. Ms. Goff turned in her 2 week notice to leave the position as Supervisor of Assessment which included 1 week of vacation. She was told to go ahead and take the two weeks. On Monday the staff was pretty stressed out. When Mr. Twist arrived, the staff seemed to have some relief.

The Board of Review is up to date and will take place as scheduled. The staff is working on entering field work right now. Mrs. Gibbs is taking the lead on that and about 75% complete. Updated farm assessments and wind farms may be a little behind, but still in good shape. We

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should be able to publish by late October. Ms. Jording has made contact with Devnet regarding the printing.

The staff is handling all the calls, walk-ins, and daily business. Mrs. Gibbs is very knowledgeable and has been given the opportunity to use that knowledge and shine. Mrs. Gibbs makes lists of questions for Mr. Twist. The staff feels good, has ownership in their work and is eager to learn more about their jobs.

**14. Adjournment**

Motion to adjourn made by Nagle, seconded by Smiths. *Motion passed.*

Meeting adjourned at 6:34 PM.

Submitted by: Deb Breyman

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Autum Jones, Chairman  
County Offices Committee



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: 07-12-307-003

As described in certificate(s) : 2018-0058 sold October 2019

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, Brent Dean, Emily Dean, has bid \$2,105.00 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 \$1,536.00 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 \$2,105.00.

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 \$1,536.00 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:

WORTH TOWNSHIP

PERMANENT PARCEL NUMBER: 08-32-300-041

As described in certificates(s) : 2018-0097 sold October 2019

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, Zoran Petrevski, has bid \$15,610.00 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 \$11,664.75 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 \$15,610.00.

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 \$11,664.75 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:

PALESTINE TOWNSHIP

PERMANENT PARCEL NUMBER: 15-05-314-005

As described in certificates(s) : 2018-0118 sold October 2019

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, Chad Hillman, has bid \$1,500.00 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 \$993.00 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 \$1,500.00.

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 \$993.00 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

STATE OF ILLINOIS )  
BOARD ) SS.  
COUNTY OF WOODFORD )

WOODFORD COUNTY  
OCTOBER 18, 2022

**RESOLUTION #2021/22-076**

**RESOLUTION AUTHORIZING ELECTION DAY AS A PAID HOLIDAY**

**WHEREAS**, Congress enacted the “Election Day Holiday Act of 2021”; and

**WHEREAS**, such Act states that “Tuesday next after the first Monday in November in 2022 and each even-numbered year thereafter shall be treated in the same manner as a legal public holiday described in section 6103 of title 5, United States Code”; and

**WHEREAS**, the Act states that “all government offices, with the exception of election authorities, shall be closed unless authorized to be used as a location for election day services or as a polling place”: and

**WHEREAS**, the Governor of Illinois enacted Senate Bill 825 (10 ILCS 5/28-10) naming Election Day as an Illinois State Holiday; and

**WHEREAS**, the County Offices Committee at the May 17, 2022 meeting adopted a motion recommending to the County Board that Election Day be made a paid holiday for the County.

**NOW THEREFORE BE IT RESOLVED** by the Woodford County Board this 18<sup>th</sup> day of October, 2022 that Election Day be established as a paid holiday for all employees within the County of Woodford.

ATTEST:

\_\_\_\_\_  
Dawn Kupfer  
Woodford County Clerk

\_\_\_\_\_  
John Krug  
Chairman of the Woodford County Board