

**COUNTY OFFICES COMMITTEE
COUNTY BOARDROOM
TUESDAY, FEBRUARY 9, 2021
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** – Jason Spence, Nathan Schertz, Richard Hill, Al Durst, Chuck Nagel
3. **Approval of Minutes**
 - a. Approval of January 12, 2021 regular meeting minutes.
4. **Public Input**
5. **Appointments**
 - a. Reappointment of Paul M. Murphy to the Benson Fire Protection District for a 3 year term expiring May 2024.
 - b. Appointment of Chip Wilmot to the 911 Board to complete the unexpired 2 year term of Alex Collinge expiring the 1st Monday in December 2021
 - c. Reappointment of Tom Seckler to the 911 Board for a 2 year term expiring the 1st Monday of December 2021.
 - d. Reappointment of David Fever to the 911 Board for a 2 year term expiring the 1st Monday of December 2021.
 - e. Reappointment of Chad Dawson to the 911 Board for a 2 year term expiring the 1st Monday of December 2021.
 - f. Appointment of Craig E. Steffen to the Congerville Rural Fire Protection District to complete the unexpired 3 year term of Ed Lemman expiring May 1, 2022.
 - g. Reappointment of Jeff Schrock to the Congerville Rural Fire Protection District for a 3 year term expiring May 1, 2023.
 - h. Reappointment of Jared Schieber to the Congerville Rural Fire Protection District for a 3 year term expiring May 1, 2024.
 - i. Appointment of Dr. Gary Knepp to the Board of Health for a 3 year term expiring November 30, 2023.
 - j. Appointment of Laurie Schierer to the Board of Health for a 3 year term expiring November 30, 2023.
6. **Approval of Claims**
 - a. Approval of February claims
 - b. County Board Per Diem – Roll Call Vote
7. **Unfinished Business**
8. **New Business**
 - a. Approval of Resolution 2020/21 - #011 Approving the Execution of Federal 5311 Grant Agreement with We Care. (FY2021)
 - b. Approval of Resolution 2020/21 - #012 Approving the Execution of Federal 5311 Grant Agreement with We Care (FY2022)
 - c. Approval of Resolution 2020/21 - #018 Approving the Execution of DOAP Grant Agreement with We Care (FY2021)

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- d. Approval of Resolution 2020/21-#020 Acceptance of a Special Warranty (We Care)
 - e. Approval of ESRI Renewal Contract
- 9. Other**
- a. Supervisor of Assessment – 2020 and 2021 assessment years
- 10. Executive Session (if necessary)**
- 11. Any action coming out of Executive Session**
- 12. Adjournment**

**COUNTY OFFICES COMMITTEE
COUNTY BOARDROOM
TUESDAY, JANUARY 12, 2020
MINUTES
5:30 P.M.**

1. Call to Order

The meeting was called to order at 5:37 PM.

2. Roll Call

Jason Spence (ch), Nathan Schertz, Richard Hill, Al Durst, Chuck Nagel all present.

3. Approval of Minutes

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

Motion to approve December 8, 2020 minutes made by Nagel, seconded by Hill. *Motion passed.*

- b. Approval of July 14, 2020 Executive Session minutes, Session one

Motion to approve and keep confidential July 14, 2020 session one executive minutes made by Hill, seconded by Schertz. Nagel abstains. *Motion passed.*

- c. Approval of July 14, 2020 Executive Session minutes, Session two

Motion to approve and keep confidential July 14, 2020 session two executive minutes made by Schertz, seconded by Durst. Nagel abstains. *Motion passed.*

EXECUTIVE SESSION MINUTES REVIEW

- d. Release or keep confidential September 10, 2019 minutes

This item was pulled as it was addressed previously.

- e. Release or keep confidential June 15, 2020 minutes

Motion to keep confidential the June 15, 2020 executive session minutes made by Schertz, seconded by Hill. Nagel abstains. *Motion passed.*

4. Public Input

5. Appointments

- a. Reappointment of Susan Cole, MD to the Board of Health for a 3 year term expiring November 30, 2023.
- b. Reappointment of Lisa Maynard to the Board of Health for a 3 year term expiring November 30, 2023.
- c. Reappointment of Deb Breyman as the PCOM to We Care for a 4 year term expiring the first Monday in December 2024.
- d. Appointment of Autum Jones to Tri-County Regional Planning Commission until July 1, 2021 or Tri- County Merger, whichever comes first.
- e. Appointment of Mike Hinrichsen to Tri-County Regional Planning Commission until July 1, 2021 or Tri- County Merger, whichever comes first.
- f. Appointment of Ansil Burditt to the Woodford County board to fill the unexpired term of Josh Davis until the first Monday of December 2022
- g. Appointment of Ansil Burditt to replace Richard Hill on the Finance Committee

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- h. Appointment of Ansil Burditt to replace Chuck Nagel on the Conservation Planning and Zoning Committee
- i. Appointment of Eric Lind to Tri-County Regional Planning Commission until July 1, 2021 or Tri- County Merger, whichever comes first.
- j. Appointment of Roy Bockler to Tri-County Regional Planning Commission until July 1, 2021 or Tri- County Merger, whichever comes first.
- k. Appointment of Ben Kingdon to Tri-County Regional Planning Commission until July 1, 2021 or Tri- County Merger, whichever comes first.
- l. Appointment of Autum Jones as the Woodford County Board Member liaison to We Care, Inc. for a two year term expiring the first Monday in December 2022.

Motion to approve the appointments of A-L made by Schertz, seconded by Durst. *Motion passed.*

6. Approval of Claims

- a. Approval of January 2021 claims

Motion to approve January claims made by Nagel, seconded by Schertz. *Motion passed.*

- b. County Board Per Diem – Roll Call Vote

Two per diems were presented. One for Emily Barker for \$675, and one for Dave Meinhold for \$200. Motion to approve Emily Barker’s per diem made by Schertz, seconded by Durst. Roll Call vote – Nagel–yes; Durst–yes; Hill–yes; Schertz–yes; Spence–yes. *Motion passed.*

Motion to approve Dave Meinhold per diem made by Hill, seconded by Nagel Roll call vote – Spence–yes; Schertz- yes; Hill–yes; Durst–yes; Nagel–yes. *Motion passed.*

7. Unfinished Business

8. New Business

- a. Appointment of County Office Committee Vice-Chairman

Mr. Nagel nominates Mr. Hill to serve as vice-chairman of County Offices, seconded by Mr. Schertz. *Motion passed.*

- b. Discussion on additional Zoom Account

It was suggested that we create an additional business account for zoom so that we do not have the issue that we had last month with the Windfarm hearing and committee meetings all needing to use zoom at the same time. We currently have one account with zoom for \$14.99 a month that allows us to have 100 participants with no time limit. A business account would cost \$19.99 a month, allow for 30 participants, no time limit, and provide a transcript of the meeting. Discussion was held. It was felt that we know in advance of planned meetings, and can add an account in short notice if need be. The Windfarm/committee meeting has happened one time in the 10 months we have had zoom. It was decided that we would keep what we have for now.

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c. Discussion on iPad's for County Board Members

It was suggested that we purchase I-pads for the board members instead of sending packets every month. The cost of an I-pad would be cheaper once you consider the cost to mail the packet to each board members is between \$8-9 dollars a month, the cost of paper, toner for the copier, along the cost of copier. These devices would be owned by the County and would be turned over to the County when a member's time is served. While we are not talking about a lot of savings, it would save a significant amount over time. The committee felt that it would be a good idea to have everything on one device. Should something be FOIA'd, they would not have to turn over their phones, home computers, etc. Also, if they are away from home, and attend via zoom, they would have all the documents with them. There was discussion on if the boardroom could handle the Wi-Fi of all 15 devices at one time. It was mentioned that all they would have to do is power up the device and not connect to the Wi-Fi. All the information would be downloaded on the device. It was suggested that it would not have to be an I-pad, could be Chromebook, E-reader, Surface Pro, etc. Motion to have Ms. Breyman contact Heart Technologies regarding equipment, Wi-Fi, costs, etc. made by Hill, seconded by Schertz. *Motion passed.*

d. Discussion on VA monitors

The VA received new computers. However, the monitors they currently do not support digital. The VA did not budget for any new computer equipment. Heart provided a cost of two monitors for the VA at \$373.84. It was asked how to pay for since the VA did not put any money into their IT budget. Motion by Nagel to pay for the monitors out of the VA line item and run the line item over, seconded by Hill. It was questioned if this was the proper way to do this. This allows the board to budget for next year, as they can see what line items need to be boosted. *Motion passed.*

e. Discussion of the Center for Technology and Civic Life Grant

During the course of the last election, our County Clerk discovered that other counties were giving their election judges hazard pay. They applied to the Center for Technology for a grant to finance this. Our County Clerk applied and received \$11,704 in grant funds. Part of the grant states that "...the grant shall be expended on the following specific election administration needs: Poll worker recruitment funds, hazard pay..." There are 181 judges that she would like to give additional pay to. It was stated that she was an elected official, and could do what she wanted, but the committee appreciated that she is keeping them informed. Motion to agree to the use of the grant money for hazard pay made by Nagel, seconded by Schertz. *Motion passed.*

f. Discussion of hiring a cooperative career education student

For the past three years the County Clerk's daughter has helped out in the County Clerk's office during elections. Her school has a coop program in which the student can work 15 hours a week. However, due to Covid, it is hard to find a job. The County Clerk would

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like to hire her to work in the Clerk's office. Part of the rules of the program are that a parent may not be the supervisor of the student. The Clerk will have the Chief Deputy be her supervisor. She will be a seasonal part-time employee with an employment end date of July 2. She will be paid \$11.00 an hour out of the part-time election line item. Motion to approve the hiring made by Nagel, seconded by Durst. *Motion passed.*

g. Amendment to Devenet Contract

We currently have two separate contracts with Devenet. If we combine the two contracts with an amendment there would be a cost saving of \$5,000. Motion to approve combining the two contracts made by Nagel, seconded by Schertz. *Motion passed.*

9. Other

a. Supervisor of Assessment – Report

The Supervisor of Assessment provided an overview of what her office has been doing, the work completed, and upcoming projects. There were 31 Board of Review hearings held this past year. She is in need of a democrat to serve on this board.

10. Executive Session (if necessary)

11. Any action coming out of Executive Session

12. Adjournment

Motion to adjourn made by Hill, seconded by Schertz. *Motion passed.*

Meeting adjourned at 6:33 PM.

Submitted by: Deb Breyman

Jason Spence, Chairman
County Offices Committee