

**COUNTY OFFICES COMMITTEE
COUNTY BOARDROOM
TUESDAY, FEBRUARY 9, 2021
MINUTES
5:30 P.M.**

1. Call to Order

The meeting was called to order by Vice chairman Hill at 4:30.

2. Roll Call

Nathan Schertz, Richard Hill, Al Durst, Chuck Nagel all present. Jason Spence is excused.

3. Approval of Minutes

- a. Approval of January 12, 2021 regular meeting minutes.

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

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.

Motion to approve appointments “a” through “j” made by Schertz, seconded by Durst. *Motion passed.*

6. Approval of Claims

- a. Approval of February claims

Motion to approve February claims made by Nagel, seconded by Durst. *Motion passed.*

- b. County Board Per Diem

There is one per diem for Mr. Meinhold for \$175 for January meetings. Motion to approve Mr. Meinhold’s per diem made by Nagel, seconded by Schertz. Roll call vote – Durst – yes; Schertz-yes; Hill-yes; Nagel-yes. *Motion passed.*

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7. Unfinished Business

None

8. New Business

- a. Approval of Resolution 2020/21 - #011 Approving the Execution of Federal 5311 Grant Agreement with We Care. (FY2021)

Motion to approve Resolution 2020-21 - #011 approving the Execution of Federal 5311 Grant Agreement with We Care made by Nagel, seconded by Schertz. *Motion passed.*

- b. Approval of Resolution 2020/21 - #012 Approving the Execution of Federal 5311 Grant Agreement with We Care (FY2022)

Motion to approve Resolution 2020/21 - #012 approving the execution of Federal 5311 Grant Agreement with We Care made by Durst, seconded by Nagel. We Care's Executive Director retired and the person who took his place did not do the paper work as required. The old Director is now back and getting us caught up, thus the reason for two years of 5311 paperwork. The committee was informed that We Care will soon be under the umbrella of TCRC. It will not affect Woodford County in any way. We will still offer the same services, have the same paperwork to fill out, etc. *Motion passed.*

- c. Approval of Resolution 2020/21 - #018 Approving the Execution of DOAP Grant Agreement with We Care (FY2021)

Motion to approve of Resolution 2020/21 - #018 approving the Execution of DOAP Grant Agreement with We Care made by Nagel, seconded by Schertz. 5311 is the Federal Grant money that We Care receives and the DOAP- Downstate Operating Assistance Program- is the state grant money they receive. It was asked how We Care is funded. We Care receives grant money from Woodford and Tazewell County. They also ask for a \$3 donation of all riders. *Motion passed.*

- d. Approval of Resolution 2020/21-#020 Acceptance of a Special Warranty (We Care)

Motion to approve Resolution 2020/21-#020 accepting the special warranty for We Care made by Nagel, seconded by Schertz. This is a requirement that we have to have, and is done every year. *Motion passed.*

- e. Approval of ESRI Renewal Contract

Motion to approve the renewal of the ESRI contract made by Schertz, seconded by Nagel. This contract is for the GIS mapping for the Supervisor of Assessments office. This contract is signed every year. *Motion passed.*

9. Other

- a. Supervisor of Assessment – 2020 and 2021 assessment years

The 2020 assessment is done and closed, and the office received a 1 (one) rating. All the exemptions renewals have been sent. They are starting to receive them back and are processing them. The mobile home tax bills will be sent to the Treasurer on February 16.

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All 2020 sales are done ready to be entered in Devnet. Splits and consolidation are done through July 2020. There are 33 splits left to be entered for 2020. A possible candidate for the Board of Review has been found. Ms. Goff will check with the County Clerk to see if they are of the Democrat party and if so, she will forward the name to the Board Chairman for him to contact for possibly replacing a retiring member on the Board of Review. The mapping computer is old and should be replaced. She has a GIS fund which has over \$248,000 in it. This fund can only be used for GIS purposes. She would like to get a new computer which will help in the speed of which mapping changes can be done. This new computer would be around \$2,000. The committee stated this is under the threshold, and since she has the funds, she should purchase it. Everything else in the office is on track.

Ms. Breyman reported on the trouble with the emails. Office 365 is not letting emails be forwarded. Next month Heart will have a quote on devices that can be purchased for the board members to use. These devices would be set up so that all communication/documents, etc. would be on one device for the members. This would help eliminate the problems we are having with the emails.

Mr. Hill was congratulated on the efficient, outstanding job he did tonight as Chairman.


10. Executive Session (if necessary)

11. Any action coming out of Executive Session

12. Adjournment

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

Submitted by: Deb Breyman


Jason Spence, Chairman
County Offices