

**COUNTY OFFICES COMMITTEE
COUNTY BOARDROOM
TUESDAY, JUNE 8, 2021
MINUTES
5:30 P.M.**

1. Call to Order

The meeting was called to order at 5:33 P.M.

2. Roll Call – Jason Spence, Nathan Schertz, Richard Hill, Al Durst, Chuck Nagel all present

3. Approval of Minutes

a. Approval of Maya 11, 2021 regular meeting minutes.

Motion to approve May 11 minutes made by Hill, seconded by Durst. There was a correction made to the minutes. Under the Supervisor of Assessment it stated that “the CV’s were being...”, that should be the C of E’s. *Motion passed.*

4. Public Input

Dawn Kupfer, Woodford County Clerk addressed the committee. She is in the process of ordering new yearbooks. The Board also asked for the billfold cards. There were 370 yearbooks ordered in 2019. She hasn’t receive the pricing for this amount yet, but will present that at the Board meeting next week. She may bump the quantity up depending on where the price break is. The billfold cards they hope to print in her office.

5. Appointments

- a. Reappointment of John L. Schaer to the Spring Bay fire Protection District for a three year term expiring May 1, 2024.
- b. Appointment of David Meinhold to the Finance and Economic Committee to complete the 2 year term of Justin Faulk expiring the first Monday in December 2022.
- c. Appointment of Julie Blunier to the Roanoke Fire Protection District to complete the unexpired 3 year term of Carolynn flowers expiring May 13, 2024.

Motion to approve the appointments of a, b, and c made by Nagel, seconded by Durst. *Motion passed.*

6. Approval of Claims

a. Approval of June claims

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

b. County Board Per Diem – Roll Call Vote

There are two per diems – Autum Jones for \$875, and Barry Logan for \$2,700. Motion to approve the two per diems made by Nagel, seconded by Hill. Roll call vote – Schertz-yes; Nagel-yes; Hill-yes; Durst-yes; Spence-yes. *Motion passed.*

7. Unfinished Business

None

8. New Business

a. Devnet quote for assessment notices.

The Supervisor of Assessment gets a quote every year for the cost of printing the tax bills and mailing. This is done every year. In September, when the bill arrives, she will have the Board Chairman sign the bill. Motion to approve the Devnet quote, not to exceed \$1,665.00 made by Nagel, seconded by Hill. *Motion passed.*

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b. Cupcake Ordinance

It was brought to the chairman's attention that people in the unincorporated areas of Woodford County cannot bake goods in their homes and sell them over the internet or at markets. The Food Handling Regulation Enforcement Act allows counties, cities, and municipalities to put in an ordinance which allows them to be able to bake goods in their homes and sell. They cannot make more than \$1,000 a month and cannot make "hazardous food" which are items that are not baked, example-cheesecakes. This would give residents more rights to make money out of their own home. Paul Wilkins from the Health Department addressed the committee. He stated that there is no home educational class for home kitchen operations. These classes go over food safety, preparations, storing, what can happen if not prepared and stored properly, etc. People selling baked good type foods at a farmers market have taken a certified class on proper food handling. There is no registration of people baking goods in their homes. So there is no way to track complaints, or investigate should someone fall ill from eating a home baked good. It is hard for the Health Department to control. Schools and Churches have someone on staff who holds a food safety certificate. It was asked if we have any exposure as a county, and it was felt that our risk would be low. The \$1,000 limit is part of the statute. Motion to send to the full board for approval made by Schertz, seconded by Durst. *Motion passed.*

9. Other

a. Supervisor of Assessments report

Splits are done up to February. Sales are caught up till April. All tax bills should be mailed to the correct entity. She is revamping the webpage to have more information available to the public. May deeds will be processed next week.

10. Executive Session (if necessary)

a. 5 ILCS 120/2(c)(1)

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

Motion to come out of executive session made by Nagel, seconded by Hill. *Motion passed.*

11. Any action coming out of Executive Session

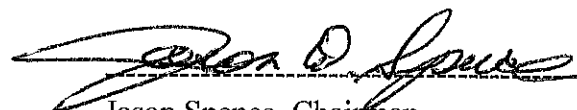
Not action will be taken.

12. Adjournment

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

Meeting adjourned at 6:45 PM.

Submitted by: Deb Breyman



Jason Spence, Chairman
County Office Committee