

**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 is 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


Autum Jones, Chairman
County Offices Committee