

COUNTY OFFICES COMMITTEE: Mr. James Arduini, Chair

The County Offices Committee met on October 6, 2014 at 2:30 PM in Room 108 at the Courthouse. Those present were James Arduini, John Espinoza, Martin Koster and Ruth Stanley. Also present were Jim Duffy, Joel Horn, Dana Nelson, Dawn Young, Robin Brands, Sue Britt, and Lori Keppen.

1. Claims for September were reviewed. Mr. Koster moved the claims be approved, Mr. Espinoza seconded. Motion carried.
2. Dana Nelson, County Clerk advised the committee a reduction in her 2015 budget by \$15,000. During the April 2015 election there would be three judges instead of five. In Fund 27, there would be an increase due to the County Clerk paying the IT department \$3,750 towards their portion of a SAN server. Mr. Espinoza made a motion to forward this budget to the Finance Committee. Mr. Koster seconded and all voted in favor.
3. Dana Nelson gave an update on absentee ballots. In 2010, 708 were mailed. During the presidential election in 2012, 1092 were mailed. As of today in 2014 election, 1225 have been mailed. Each ballot costs the county \$4.40, this is with postage. Why this increase? Candidates are going door to door.
4. Dawn Young, County Recorder advised there were no revisions to her budget request.
5. Robin Brands, Supervisor of Assessments presented a Farmland Assessment Ordinance (See #15). The per diem will be increased from \$40 to \$60. Mrs. Stanley made a motion to lay over this Ordinance for approval from the County Board at their November meeting. Mr. Koster seconded. All voted yes.

MOTION: To lay over the Farmland Assessment Ordinance until the November meeting.

6. Mrs. Brands reported the tentative multiplier for Whiteside County has been established at 1.00 (See #16).
7. Property Tax Appeal Board Hearing will be held on 11/12/14 at 1:30 PM, Courthouse.
8. The Supervisor of Assessments was appointed 10/19/10 and needs to be reappointed. The Committee recommended the reappointment of Robin Brands as Supervisor of Assessment.

A motion was made by Mrs. Stanley to reappoint Robin Brands as Supervisor of Assessments with her term ending 10/21/18. Mr. Espinoza seconded the motion. All voted yes.

MOTION: To reappoint Mrs. Robin Brands as Supervisor of Assessments, for a four year term beginning 11/4/14.

9. Supervisor of Assessment salary recommendation was made at the Wage & Salary meeting. With the reappointment of Mrs. Brands, Mrs. Stanley recommended Mr. Horn to prepare the salary agreement and bring to the November meeting. Mr. Espinoza seconded the motion and it passed unanimously.
10. GIS sales from 9/5/14 to 10/3/14 totaled \$249.50. Also two rural address directories were sold.
11. Mrs. Brands distributed a GIS Cashflow Five Year Projection, which was requested by the Committee to support a summer intern by the GIS Department. Mr. Horn advised this

projection did support the summer intern along with the GIS software which was requested in the 2015 budget request. Mrs. Brands is also reducing the group insurance line item by \$5,000 but will pay their office portion of \$3,750 to the IT Department for a SAN Server. All will be paid from the GIS fund. In the General fund, Mrs. Brands reduced her legal notice line item. Mr. Espinoza recommended forwarding these budgets to the Finance Committee. Mr. Koster seconded the motion. All voted in favor.

12. Mr. Horn presented Management Services budget reductions which included reducing phone expenses, reduction of software purchase, and no purchase of a vehicle. Mrs. Stanley made a motion to forward this budget to the Finance Committee. Mr. Espinoza seconded the motion and all voted in favor.

Mr. Horn advised this committee's department heads did a very good job in reducing their budgets.

The meeting adjourned at 3:00 PM.

Meeting Date: The next regular meeting – November 3, 2014 at 2:30 PM Room 108, Courthouse

MOTION: To place on file the County Offices Committee's meeting report, September claims reports, and related informational items, as presented.