

## **COUNTY OFFICES COMMITTEE - Mr. Arduini, Chair**

The County Offices Committee meeting was held on March 4, 2016 at 2:33 PM in Room 108 at the Courthouse. Those present were James Arduini and John Espinoza. Ruth Stanley and Marty Koster were absent. Also present were Jim Duffy, Sue Britt, Dawn Young, Joel Horn, Robin Brands, Lauren Lee, John Maas, and Lori Keppen.

1. County Recorder Dawn Young presented and discussed the Semi-Annual report, Revenue Stamp report, and Remote Access report (See #10-12).
2. Supervisor of Assessments:
  - a. Robin Brands advised of continuing education classes she and her chief deputy will be taking in March, April and September.
  - b. The Aerial Flight contract is being reviewed by the JoDaviess County State Attorney. The contract will then be forwarded to Carroll and Whiteside County for their review.
  - c. GIS Sales for 2/1/16 – 3/2/16 are \$158.00
  - d. Mrs. Brands requested a pay increase for the GIS Coordinator. After much discussion by the committee, Mr. Espinoza moved to forward this request of a 10% increase to the Wage & Salary Committee. Mr. Duffy seconded due to being the only voting member available. The committee voted with 2 yes and 1 no. Motion passed.
3. Mr. Maas brought the Devnet contract and scheduled quarterly payments per the committee's request for their review.
4. The claims for February were reviewed. Mr. Espinoza made a motion to approve. Mr. Duffy seconded the motion. All voted in favor.

Mr. Espinoza made a motion to adjourn with a second from Mr. Duffy. All voted ayes. The meeting adjourned at 3:15 PM.

Meeting Date: The next regular meeting –April 4, 2016 at 2:30 PM Room 108, Courthouse

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