

## COUNTY OFFICES COMMITTEE - Mr. Arduini, Chair

The County Offices Committee meeting was held in the Law Enforcement Center Board Room on August 3, 2020 at 2:30 PM. Members present were Jim Arduini, John Espinoza Marty Koster and Ruth Stanley. Others present were Jim Duffy, Dana Nelson, Dawn Young (via teleconference), Robin Brands, Lauren Lee, John Maas, Chris Tennyson, Joel Horn and Lori Keppen.

1. The Committee reviewed the July 2020 claims. A motion to approve the claims was made by Marty Koster. John Espinoza seconded the motion. All voted in favor.
2. County Clerk
  - a. The Committee approved the purchase of 60 sneeze guards at a cost of \$5,757 for the upcoming election. This will allow a sneeze guard for each precinct. The cost of these sneeze guards will be reimbursed by the Cares Act.
  - b. Dana Nelson advised her office has sent out voting by mail postcards to voters. Several other agencies have also sent postcards to voters which are being returned to their office. This is causing a lot of confusion and extra work for the County Clerk's office.
  - c. The County Clerk reviewed her 2021 budget requests for service contracts and fixed assets.
3. Recorder
  - a. Dawn Young presented her 2021 budget request for service contracts and fixed assets with no changes from last year.
4. Supervisor of Assessments
  - a. The GIS sales from 5/29/20 – 7/31/20 were \$1,033.00.
  - b. Robin Brands presented her 2021 budget requests. Lauren Lee presented the service contracts for the GIS Fund. There will be a jurisdiction change to our software which causes an increase. Also, Aerial Flights will be done with Carroll & JoDaviess Counties.
  - c. The GIS Cost Study was discussed by Robin Brands. Since Whiteside County fees are the lowest a gradual increase each year was suggested on 1/1/2021. The Committee concurred on raising rates.  
Joel Horn advised all fees will be looked at and a cost study being done in the future.
5. IT
  - a. John Maas presented his 2021 budget requests, which were -\$9,000 due to computer replacements being completed.
6. ROE:
  - a. Chris Tennyson presented the monthly report (See #22-25).
  - b. The 2021 budget request were presented with no changes from last year.
7. Mr. Duffy discussed a letter he received from the Department of Interior in reference to a Monument Garden for National Heroes.

A motion to adjourn was made by Ruth Stanley and seconded by John Espinoza. All voted in favor. The meeting adjourned at 3:24 PM.

Meeting Date: The next regular meeting – **September 4, 2020** at 2:30 PM, in County Board Room

**MOTION: To place on file the County Offices Committee's meeting report, July 2020 claim reports and related informational items, as presented.**