

COUNTY OFFICES COMMITTEE - Mr. Jim Arduini, Chair

The County Offices Committee meeting was held in the Law Enforcement Center Board Room on September 4, 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 August 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. Dana Nelson gave updates on the following:
 - (1) Due to COVID there are two polling place changes. Precincts voting at Winning Wheels will be voting at the Prophetstown Park District. Those voting at Self Help will be voting at the New Life Lutheran Church.
 - (2) Discussion was held on the CARES Grant and a re-appropriation for next month.
 - (3) The County Clerk advised a ballot box will be put at the Courthouse.
 - (4) Since there is a high volume of voting my mail requests the County Clerk has hired two temporary clerks. The staff is also taking a lot of phone calls concerning the election.
 - (5) Dana Nelson presented her 2020 budget request. A motion was made by Marty Koster to forward the County Clerk's budget to the Finance Committee. John Espinoza seconded the motion. All voted in favor.
3. Recorder
 - a. Dawn Young presented her 2021 budget request. Discussion was held concerning hiring a part time position in her office. A motion was made by Ruth Stanley to forward the Recorder's budget to the Finance Committee. Marty Koster seconded the motion. All voted in favor.
4. Supervisor of Assessments
 - a. The GIS sales from 8/1/20 – 9/1//20 were \$76.00
 - b. The Assessor advised if anyone had structural storm damage to contact their office.
 - c. Lauren Lee discussed aerial flights done by drones. Upon research it was determined there are attitude differences, bigger area's to cover and the cost effectiveness which would not be possible for drones to do aerial flights for the county. Especially since we do aerial flights with two other counties.
 - d. Robin Brands presented her 2021 budget requests. A motion was made by Marty Koster to forward the Assessor's budget to the Finance Committee. Ruth Stanley seconded the motion. All voted in favor.
5. IT
 - a. John Maas presented his 2021 budget requests advising he is lowering the postage line item to the same amount as last year. A motion was made by John Espinoza to forward the

amended IT budget to the Finance Committee. Ruth Stanley seconded the motion. All voted in favor.

6. ROE:

- a. Chris Tennyson presented the monthly report (See #19-21). It was noted the awesome job the Health Department and local community has done in providing support and donations for the school's to continue with education this year.
- b. The 2021 budget request was presented with no changes from last year. A motion was made by Marty Koster to forward the ROE budget to the Finance Committee. Ruth Stanley seconded the motion. All voted in favor.

A motion to adjourn was made by John Espinoza and seconded by Ruth Stanley. All voted in favor. The meeting adjourned at 3:47 PM.

Meeting Date: The next regular meeting – October 5, 2020 at 2:30 PM, in County Board Room

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