

AGENDA
MACON COUNTY BOARD Finance COMMITTEE MEETING
May 3, 2021 @ 5:15 P.M.

Macon County Office Building
141 SOUTH MAIN, ROOM 514
Decatur, IL 62523

NOTICE TO THOSE ATTENDING IN PERSON

If you plan to physically attend the meeting:

1. Bring a mask/face covering.
2. If you do not have a mask/face covering or refuse to properly wear one, you may be refused entry.

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes of Prior Meeting – 3/29/2021
- IV. Claims
- V. Reports
 - A. Audit Sub-Committee
 - B. Auditor
 - C. Board of Review
 - D. Supervisor of Assessments
Macon County Board Resolution Authorizing Donation or Disposal of Surplus Property by the Macon County Supervisor of Assessments Office
 - E. GIS
 - F. Treasurer
Macon County Board Resolution to Execute Deed to Convey Property in which Taxes were Delinquent
- VI. Citizen Remarks - Public Comment
(Limited to a total of 20 minutes, 5 minutes maximum per person)
An opportunity for public comment will be provided to all those persons who are physically present and wish to do so, subject to the time restrictions set forth above.
- VII. Old Business

VIII. New Business

County Board

Macon County Board Resolution Approving the Creation and Maintenance of Official Email Addresses for County Board Members

Highway Department

Macon County Board Resolution Appropriating Funds for Engineering for Macon County Beltway RAISE FY21 Grant Application

Health Department

Discussion in regard to a meeting & discussion concerning payroll and overtime with Health Department employees dealing with COVID-19 pandemic

IX. Closed Session (if needed)

X. Next Regular Meeting – 6/1/2021 (On a Tuesday, due to Memorial Day Monday)

XI. Adjournment

**MACON COUNTY BOARD
RESOLUTION AUTHORIZING
DONATION OR DISPOSAL OF
SURPLUS PROPERTY BY THE
MACON COUNTY SUPERVISOR OF
ASSESSMENTS OFFICE**

Resolution No.

WHEREAS, the Macon County Supervisor of Assessments Office has surplus property that is no longer needed or being used; and

WHEREAS, the surplus property that is no longer needed or being used will be offered to other offices within the county prior to disposal; and

NOW THEREFORE, BE IT RESOLVED, by the Macon County Board, assembled in regular meeting at Decatur, Illinois, that the Macon County Supervisor of Assessments Office is authorized to take any steps necessary to dispose of said property, including but not limited to, donating to other county offices or the disposal of said property, (Refrigerator and desk drawer organizers).

PRESENTED, PASSED, and APPROVED this 13th day of May, 2021.

AYES _____ NAYS _____

MACON COUNTY BOARD
MACON COUNTY, ILLINOIS

ATTEST:

BY:

Josh Tanner
Macon County Clerk

Kevin R. Greenfield
Chair

**MACON COUNTY BOARD RESOLUTION
TO EXECUTE DEEDS TO CONVEY PROPERTY
ON WHICH TAXES WERE DELINQUENT**

RESOLUTION NO. G-

WHEREAS, the County of Macon has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases where the taxes on same have not been paid pursuant to 35 ILCS 200/21-90; and

WHEREAS, pursuant to this program the County of Macon, as Trustee for the taxing districts involved, has acquired an interest in the real estate described in the attachment to this resolution; and

WHEREAS, it appears to the Macon County Board that it would be to the best interest of the taxing districts of Macon County to dispose of this interest in said property.

NOW, THEREFORE, BE IT RESOLVED by the Macon County Board that the Chairman of the Macon County Board is hereby authorized to execute a deed of conveyance of the county's interest, authorization, or the cancellation of the appropriate certificate of purchase as the case may be on the following real estate for the sums shown on the attachment and to be disbursed as shown and according to law.

BE IT FURTHER RESOLVED by the Macon County Board that this resolution shall become effective upon the adoption thereof.

PRESENTED, PASSED, APPROVED the 13th day of May, 2021.

AYES _____ NAYS _____

MACON COUNTY BOARD
MACON COUNTY, ILLINOIS

ATTEST:

BY:

Josh A. Tanner, Clerk for the
County of Macon, State of Illinois

Kevin R. Greenfield, Chairman
Macon County Board

Macon County Monthly Resolution List - May 2021

RES#	Account	Type	Account Name	Parcel#	Total Collected	County Clerk	Auctioneer	Recorder/ Sec of State	Agent	Misc/ Overpmt	Treasurer
05-21-001	201600194	DEF-REC	BRANDON VINSON	04-12-10-214-009	460.00	0.00	0.00	0.00	185.39	0.00	274.61
				Totals	\$460.00	\$0.00	\$0.00	\$0.00	\$185.39	\$0.00	\$274.61
								Clerk Fees		\$0.00	
								Recorder/Sec of State Fees		\$0.00	
								Total to County		\$274.61	
								Committee Members			

RESOLUTION



WHEREAS, The County of Macon, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid pursuant to 35 ILCS 200/21-90, and

AND WHEREAS, Pursuant to this program, the County of Macon, as Trustee for the Taxing Districts therein, has acquired an interest in the following described real estate:

H A WOODS SUBD BLK 6-7-12
GULICKS ADD
W87 LOT 11 BLK 7
03BK3344/952 40X87

PERMANENT PARCEL NUMBER: 04-12-10-214-009 sold on November 20, 2017

Commonly known as: 1614 N. EDWARD ST.

and it appearing to the Finance Committee that the redemption/reconveyance party, Brandon Vinson, has defaulted a time payment contract.

Of the total amount due of \$3,010.02, the redemption/reconveyance party has only paid \$460.00. After several attempts to collect the balance, the Finance Committee feels that the above mentioned party has defaulted on the contract and the funds collected should be disbursed.

WHEREAS, your Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF MACON COUNTY, ILLINOIS, that the sum paid under this defaulted contract for redemption/reconveyance be disbursed as follows:

\$0.00 to be paid to the County Clerk to reimburse the revolving account for the charges advanced from this account, \$185.39 is to be paid to the Agent for his services under his contract and the balance, \$274.61, shall be paid to the Treasurer of Macon County, Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

**MACON COUNTY BOARD RESOLUTION
APPROVING THE CREATION AND
MAINTENANCE OF OFFICIAL EMAIL
ADDRESSES FOR COUNTY BOARD
MEMBERS**

Resolution No. G-____-05-21

WHEREAS, since the advent and popularization of email, the members of the Macon County Board have allowed for their individual and personal email addresses to be used for County Board official business; and

WHEREAS, despite official communications being subject to the Freedom of Information Act and the Local Records Act, the County Board has never previously directed Macon County staff to create official email addresses for the use of the County Board members for official business; and

WHEREAS, neither State law nor County policy currently require that public bodies maintain official email addresses and accounts; and

WHEREAS, the current situation creates the possibility that records that should be subject to open records requests may be inadvertently lost or difficult to retrieve if sought.

NOW, THEREFORE, BE IT RESOLVED by the Macon County Board, assembled in regular meeting at Decatur, that

- A. The Board finds that the current situation is not desirable or workable;
- B. The Board Members should have official email accounts created and maintained for each member upon their election or appointment to office and through the expiration of any applicable records retention period promulgated pursuant to the Local Records Act;
- C. Macon County staff responsible for creating and maintaining email addresses should create official email addresses for each Board Member and cause to be maintained all emails sent and received on each such address for the time mandated by law;
- D. The email addresses created and provided for the Board Members should be published on the County's website as a method of contacting Board Members; and
- E. Each Board Member shall be required as a policy of the County Board to refrain, to the extent that he or she reasonably can, from conducting official County business via email on any account other than that official account which is provided for that purpose by the County.

This resolution shall take effect not later than June 1, 2021.

PRESENTED, PASSED, and APPROVED this 13th day of May, 2021.

AYES _____ NAYS _____

MACON COUNTY BOARD
MACON COUNTY, ILLINOIS

ATTEST:

BY:

Josh Tanner
Macon County Clerk

Kevin R. Greenfield
Chair

**Macon County Board Resolution
Appropriating Funds for Engineering for
Macon County Beltway RAISE FY 21
Grant Application**

RESOLUTION NO. H-2256-5-21

WHEREAS, funds need to be appropriated for engineering to the Beckett Group for Macon County Beltway RAISE FY 21 Grant Application.

NOW THEREFORE, BE IT RESOLVED by the Macon County Board as follows:

(1) THAT there be appropriated and there is hereby appropriated as much as, but not to exceed Fourteen Thousand Eight Hundred Fifty Dollars and No Cents (\$14,850.00) from County Highway Line Item 030-000-9007 (FY 21) to cover above engineering expenses for the County's share of the costs.

The above costs will benefit a highway facility owned by Macon County, and are anticipated to be completely disbursed by November 30, 2021, and will be paid 100% by Macon County with no additional reimbursements.

PRESENTED, PASSED, AND APPROVED this 13th day of May 2021.

AYES _____ NAYS _____

MACON COUNTY BOARD
MACON COUNTY, ILLINOIS

ATTEST:

By:

Josh Tanner, Clerk for the
County of Macon, State of Illinois

Kevin R. Greenfield, Chairman
Macon County Board



RAISE FY21 Grant Development for Reas Bridge Replacement Project

Purpose: Macon County and its partners would like to pursue grant funding under the RAISE FY21 Notice of Funding Opportunity (NOFO) for the Reas Bridge Replacement Project (Segment #2).

Federal grant programs are extremely competitive; accordingly, it is recommended that work begin immediately on developing an Application and Benefit Cost Analysis for the July 12, 2021 RAISE Grant application.

Scope: Develop a RAISE FY21 grant application for submittal by July 12, 2021.

TASK 1: Draft a RAISE Grant Application for submission on or before July 12, 2021 for Segment #2 the Reas Bridge Replacement Project

Based upon lessons learned from prior debriefs we will continue to build on the quantitative data (i.e. base case, projected future state post-project and percentage change for as many of the elements noted in the NOFO as possible) development to date as well as to reflect the new RAISE FY21 merit criteria requirements as detailed in the April 2021 NOFO. Work Elements include:

- Preparing a Draft Application based upon the RAISE FY21 NOFO issued April 2021. The Draft Application will be prepared for review and submittal as required by the NOFO.
- The County and its partners will be responsible for development of the necessary community and political support letters needed to secure the project funding. The Beckett Group will list supporters in the application.

Deliverable: A RAISE grant application ready for submittal per a mutually agreed upon schedule.

The Applicant is responsible for the submission of all required application documents in Grants.gov.

TASK 2: Update the Reas Bridge Replacement Project's BCA per the USDOT Guidelines issued February 2021

The Beckett Group will update and enhance the Reas Bridge Replacement Project BUILD FY20 BCA and Technical Memo to reflect lessons learned since the development of the project's FY20 BCA and the current USDOT BCA Guidelines issued in February 2021.

Steps required:

- Review and update as necessary the Reas Bridge Replacement BUILD FY20 BCA/ Narrative.

Deliverable: Project Benefit Cost Analysis Spreadsheet and Technical Summary Document for the accompanying grant application ready for submittal per a mutually

agreed upon schedule.

Summary of Not to Exceed Cost:

Task 1: Development of a RAISE FY21 Grant Application for the Reas Bridge Replacement Project– Estimated at \$7,425 (45 hours at \$165 per hour). This assumes that the County will provide a project update, new schematics/ project plans and any other necessary project data for the application.

Task 2: Update Reas Bridge BUILD FY20 BCA as needed and prepare an Summary highlighting the results of the BCA– Estimated at \$7,425 (45 hours at \$165 per hour).

The Beckett Group requests to be given the flexibility to combine the total hours versus being held to a line-item budget per Task.

Total not to exceed for the RAISE FY 21 application, based upon the availability of the updates as detailed above, is \$14,850.

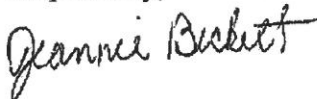
The County will be responsible for submittal of the grant applications prior to the deadlines. The Beckett Group will upload the FY21 RAISE documents into Grants.gov for the County to submit.

It is expected that the County or its partners will provide the necessary updated photos and maps required for the application as well as provide the necessary background documents and editorial support to ensure that the application reflects the local flavor of the project. The project sponsors are also responsible to soliciting and collecting all support letters required for the application.

We look forward to continuing our partnership working with you on this exciting project.

We are prepared to start on these activities upon a Notice to Proceed.

Respectfully,



Jeannie Beckett
Principal, The Beckett Group