

**MACON COUNTY BOARD
OPERATIONS & PERSONNEL
COMMITTEE MEETING**

**Macon County Office Building
141 S. Main St. – Room 514
Decatur, IL 62523**

March 25, 2024

5:30 P.M.

MEMBERS PRESENT

Debra Kraft
Jeff Entler
Kristen Larner
Edward Yoder

COUNTY PERSONNEL PRESENT

Tamara Wilcox, County Administrator
Josh Tanner, County Clerk
Carol Reed, Auditor
Mary Eaton, Recorder
Debbie Blair, County Board Office

MEMBERS ABSENT

Karl Coleman

APPROVAL OF MINUTES OF PRIOR MEETING

Motion to approve minutes of prior meeting, February 20, 2024 made by Mr. Entler, seconded by Mr. Yoder. Motion carried 4-0.

APPROVAL OF PAYROLL

Motion to approve made by Mrs. Larner, seconded by Mr. Yoder. Motion carried 4-0.

APPROVAL OF CLAIMS

Motion to approve made by Mrs. Larner, seconded by Mr. Yoder. Motion carried 4-0.

REPORTS

Auditor's Office – Nothing to report at this time.

Mrs. Wilcox reminded everyone in attendance of the Insurance Meeting scheduled for April 02, 2024 at 9:00 a.m. in the Macon County Board Room.

County Board – Resolution G-5654-3-24 – Ordinance to Approve Lease Agreement with Macon County Casa, NFP.

Mrs. Wilcox stated the CASA Lease expired at the end of January. CASA Board met last week and Mrs. Wilcox had a conversation with the Executive Director today. Their board is concerned about the increase. They are going from \$5 per square foot, which is very cheap and doesn't cover costs to be in this building, to \$8 per square foot which is the same as Macon County Health Board is paying, which is still way below market. Mrs. Wilcox listened to the concerns the CASA Board had. One of the changes the CASA Board would like to see changed is a month-to-month lease. CASA Board is

going to go out and look at donated space or a house. Mrs. Wilcox had a lengthy conversation with Blaine Smith, Executive Director, CASA Board about doing that due to Mrs. Wilcox' previous employment and having to rent space for a Not For Profit. Mrs. Wilcox suggested to the Executive Director of the CASA Board that she would be happy to come speak to their board members to discuss further.

Mrs. Wilcox stated that the increase would become effective July 01, 2024 because that begins their fiscal year and that will give them time to budget the increase in rent.

CASA currently rents 3,435 square feet.

Since Mrs. Wilcox has been the County Administrator, CASA has asked for additional square footage and had it remodeled at no cost to them.

Committee members felt CASA should pay what Macon County Mental Health Board is paying.

Mrs. Wilcox also reminded CASA that they have other amenities such as the Public Building Commission offers security and their offices are cleaned daily. Mrs. Wilcox stated they would not be able to hire a maintenance person for what they are paying for rent here.

There is no concern about going month-to-month. Mrs. Wilcox did add a termination clause to the lease agreement after conferring with Josh Tanner that should they wish to end their agreement they must give 30 day notice.

Question was raised as to what would happen if CASA left us.

Mrs. Wilcox stated we would have empty space. The effect it would have on the County Board is it reduces the rent on everything the County rents out. It would reduce the amount of money the Macon County Board gets back from the Public Building Commission at the end of the year.

Mrs. Wilcox clarified that our Security for this building does not stay for CASA meetings. That has been an issue where CASA thought Security should stay. CASA has a lot of night meetings and trainings and if they coincided with the County meetings than Security is here and the building is open, if their meetings don't coincide with the County's, then we can't pay to have our deputies stay for their meetings. Mrs. Wilcox did discuss this with Sheriff Root.

Mrs. Wilcox suggested to CASA that moving forward next year schedule their meetings in conjunction with the County's.

Mr. Entler made a motion to approve the Lease Agreement with Macon County CASA as amended, seconded by Mr. Yoder. Motion carried 4-0.

Mrs. Wilcox reported on the new telephone system. They are waiting on a redundancy circuit from MetroCom. Jim Blackwell, IT, has taken the lead on this project. Mr. Blackwell provides us with a report on a monthly basis.

Question was raised as to estimate time of completion and at this time there is no estimate.

Josh Tanner explained that part of the problem with the estimate of completion is we keep running into time frames where the Officeholders are boxed out such as we couldn't do anything in my office once early voting started and the election was over. The Treasurer's Office has a narrow window before the tax bill goes out and they can't do anything. They are making progress. We just keep running into windows where one office can or can't do it. Circuit Clerk's Office is all up and ready to go. Part of the project has just been wiring in the building and that takes some time. All of the infrastructure is now in place, it is just the phones. We are just waiting for our outside vendor to provide a redundant internet circuit to this building.

Chair Kraft stated that County Board members should receive an updated copy of the Board Rules

Chair Kraft would like the Board Rules printed and placed in the mailbox.

Mrs. Wilcox will send out the revised Macon County Board Rules via email to all board members.

County Clerk – Josh Tanner, Macon County Clerk, stated the election is over and turn-out was 11%, pretty low. Everything is in. Re-tabulation is April 02, that is when 5% of the precincts are recounted to match what happened election night. Thirty percent of the vote was already in the box before Election Day. Voting this time shifted quite a bit. Two years ago we had 3,600 early in vote by mail ballots. This time we had 3,000, so we had less this time, which is unusual for a Presidential cycle. Last time we had about 600 vote by mail ballots and 3000 early voters. So this time was a 50/50 split. Vote by mail is picking up steam, at least in this particular election. Low numbers can swing things around wildly. Vote by Mail is probably the future of Illinois that is what ultimately is going to end up happening because we can't recruit enough election judges to do an Election Day vote. We are allowed 320 election judges and we have 192. That is the absolute bare minimum we can have. Without more election judges you can't run an election. We will be doing a push this summer for election judges for November.

Question was raised as to how much do the election judges earn.

Josh Tanner stated \$200. The Macon County Board raised that last year.

Chair Kraft inquired about Precinct Committeemen.

Josh Tanner stated they could have run in this election. There was two or three contested races for Precinct Committeeperson races, which is unusual. They are a two-year term and will not run again until 2026.

Josh Tanner state the contract was let and accepted on the early voting center across the way. They have roped off the parking lot and are beginning electrical work. Hopefully they will soon follow up with demolition and construction. They are expected to be done the first part of June. That gives us July and August to move the equipment in and try to get everything set up to go for November.

Josh Tanner stated the election results are not official until April 02, but the website breaks it down by everything you may want to know. We finished election night at 9:01 p.m.

Josh Tanner stated he has received the assessment rolls from the Assessor prior to the March 15, which is their statutory deadline. We should have the taxes done at the end of April. Taxes should be out a couple of weeks earlier and we will roll to the Treasurer after that.

Mr. Yoder commended Josh and his staff for communicating the vote count to the public in a timely manner.

Josh Tanner will pass that along to his staff.

Recorder – Mrs. Eaton was available for questions regarding the Recorder’s activity report for the month of February 2024. No discussion was had.

Mrs. Eaton stated Recorder’s Office will be having Laredo Training (new software) on Tuesday, April 02, 2024. If anyone is interested, please reach out to Mrs. Eaton or Chris.

Question was raised if Mrs. Eaton could give the board a demonstration.

Mrs. Eaton obliged and it can be arranged.

Workforce Investment – Nothing to report at this time.

Citizen’s Remarks - *No citizens were present.*

New Business – *No new business to report at this time.*

CLOSED SESSION – *No Closed Session needed.*

NEXT MEETING: April 22, 2024

ADJOURNMENT: The meeting adjourned at 4:55 p.m. by Chair Kraft.

Minutes submitted by Deborah A. Blair, Macon County Board