

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

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

October 24, 2022

5:30 P.M.

MEMBERS PRESENT

Debra Kraft, Chair
Bill Oliver
Pat Dawson
Kristen Larner

MEMBERS ABSENT

Jason Comer
Grant Noland
Shad Edwards

COUNTY PERSONNEL PRESENT

Carol Reed, Auditor
Mary Eaton, Recorder
Josh Tanner, County Clerk
Michael Baggett, States Attorney
Crystal Hugger, County Board Office

The meeting was called to order by Chair Kraft at the Macon County Office Building.

Chair Kraft announced that she would be rearranging the agenda taking the old business first so that a final action on the grievance in the Supervisor of Assessments Office could be considered. Mr. Baggett explained that with the exception of Ms. Larner, everyone was present last month when the O&P Committee members considered two grievances from the Supervisor of Assessment's office. There were two grievances from this office and the committee discussed the matter in quite some detail before reaching a consensus in closed session that the verbal agreements be denied meaning that the verbal reprimand would stand in the Supervisor's office but that the written agreements would be accepted by the committee which means that the Supervisor's written reprimand would be overturned. Unfortunately, after the committee went back into open session, it was believed that because Mr. Edwards had left during that discussion that a quorum was no longer present and so a vote was not held in order to finalize that consensus. Mr. Baggett asked the committee, at this time, to formalize what it discussed in closed session and adopt the findings made by the committee that the verbal agreements would be denied and the written agreements would be accepted.

Ms. Dawson asked for clarification. Mr. Baggett explained that the committee had, in closed session, been on the same page with respect to denying the verbal agreements which means that the Supervisor of Assessment's verbal reprimand to the employee would stand, but it would accept

the written agreements which would mean that the written reprimand done by the Supervisor of Assessments would be over ruled and would be taken off of the employee's disciplinary record. There would still be a verbal warning on the employee's disciplinary record but no written warning on the employee's disciplinary record. That was what the committee ultimately decided it wanted to do in closed session. But, there needs to be final action in order to formalize that and convey that message to the employee and to the union.

Mr. Oliver asked for clarification. Mr. Baggett explained that the employee had been issued both a verbal and a written reprimand. The employee grieved both the written and the verbal and the committee, in closed session, decided that the verbal was just, but the written was not. If the committee adopts the findings in the closed session, then the verbal would stand and the written would be overturned. The vote was never held. We just need an official vote. .

Mr. Oliver made a motion to adopt the consensus decision of the committee at the September 19, 2022 closed session as explained by Mr. Baggett, seconded by Ms. Dawson and roll call vote showed the motion carried 4-0.

MINUTES

Motion to approve minutes of prior meeting 9/19/22 made by Ms. Larner, seconded by Mr. Oliver, and the motion carried 4-0.

APPROVAL OF PAYROLL AND CLAIMS

Motion to approve payroll made by Ms. Larner, seconded by Ms. Dawson and the motion carried 4-0.

Motion to approve the claims made by Ms. Dawson, seconded by Ms. Larner and the motion carried 4-0.

REPORTS

Auditor's Office

Ms. Reed reported that the applications for liability, workers comp, cyber insurance and all those have been made. We should find out Thursday from SERMA, at their quarterly meeting, what our rates are for next year.

Ms. Dawson asked for an ARPA report. Ms. Reed said that nothing additional has been done. There are several fire departments that have made applications and have been paid out. There are several more still out.

County Board –

Macon County Board Resolution Amending the Holidays for 2022 to coincide with Circuit Court's Holiday Schedule

Chair Kraft presented and made a motion for approval, seconded by Ms. Larner and the motion carried 4-0.

County Clerk –

Mr. Tanner reported that vote by mail is at 2,300 received back. Early voter ballots are at 2,400. November 3 is the last day to request a vote by mail ballot. It has to be in the Clerk's office by the 3rd. Weekend hours include being open this weekend Saturday 9 – noon and Sunday 10 a.m. to 4 p.m. Next weekend, the weekend right before the election, the office will be open for early voting from 9 a.m. to 4 p.m. both Saturday and Sunday. Mail in ballots that come in after the election cannot be counted. Mr. Tanner advised that if someone is that close to deadline, early voting is the better option.

Ms. Dawson asked why there is a write in line only for certain offices. Mr. Tanner explained that, technically, to be a valid write in vote and to be counted, you had to submit your intent to be a write in. If you submit your intent to be a write in by the deadline, then the write in line is included. If you write any other name other than the person who has filed the intent to be a write in, then it does not get counted. Mr. Oliver asked when that deadline is. Mr. Tanner explained that it is long before early voting starts, maybe 60 days before the election. He explained that because they do have write in candidates, election night will be slow. Those all have to be calculated manually.

Mr. Tanner said he also wanted to explain about the drop box. You cannot just drop a ballot into the drop box. The drop box outside is to save on paying postage. The ballot has to be completed as though it were going to be mailed. It can then be put into the drop box without paying for postage, but if you just put a ballot into the box, it will not get counted. Ms. Dawson asked how people would know that. Mr. Tanner explained that it is on the directions they receive. The phone number is included and the office is getting a fair number of phone calls. The most important part with the vote by mail is the certification. They have to sign and date the certification. A missing signature or a signature that does not match the one they have on file causes the ballot to not be counted. The worst part of a ballot being dropped in is that there is no way of notifying the person that it is deficient. The ballot drop box is a convenient option and it becomes more convenient as the election gets closer. Mr. Tanner explained that they put reminders on social media and through the press constantly. He also stressed that if a vote by mail is requested and then the person shows up to vote in person, it is difficult, but can be solved. However, the process is lengthy. You've already been issued your ballot. If you've received your ballot and do not have it to surrender, you can vote provisionally. The ballot will not be counted on Election night. It will be counted at the certification which is 2 weeks afterwards if you don't mail the other one in. That is another thing to be reminded of. If they lose a ballot and request a replacement ballot, and that is sent, please do not send the second one in. That will cause a visit from the State's Attorney. It becomes a huge thing. That is probably something that will be moved toward simply because Election Judges cannot be recruited. The General Assembly's only recourse will be to move to a vote by mail process. Chair Kraft commented that she does like the vote by mail process for the nursing home and assisted living residents because they have no other

way to vote. Mr. Tanner explained that there is a special provision for people in nursing homes that is designated by the IDPH. It is a very specific designation. There are about 8 or 9 in Macon County. The hospital is one of them. They get vote by mail ballots hand delivered. That is how nursing home voting works. They file an application saying they would like to vote at the nursing home. A day is set up. Two Election Judges, one D & one R, are sent out to deliver the materials. The residents vote. The materials are collected in the vote by mail envelopes by the Election Judges. This is done during the 5 days preceding the Election. Ms. Dawson asked if the parties are notified. Mr. Tanner said the office maintains a list and the parties are free to send a poll watcher if they wish.

Mr. Tanner explained that originally vote by mail ballots were requested because people just couldn't get out to go vote. That is the original surge of the requests, but now they are seeing people requesting for the reason that they just need more time with the ballot. They don't want the pressure of the polling place. So, they can sit down at their table and Google the candidates and study them.

Recorder –

Ms. Eaton had no report but offered to answer questions.
Chair Kraft said the report looks good.

Workforce Investments – no report

Citizen's Remarks - *no citizens were present.*

New Business – *None*

CLOSED SESSION - *None needed*

NEXT MEETING: November 14, 2022

ADJOURNMENT Motion to adjourn made by Mr. Oliver, seconded by Ms. Kraft, the motion carried 4-0 and the meeting was adjourned at 5:55 p.m.

Minutes submitted by Jeannie Durham, Macon County Board