

OPERATIONS & PERSONNEL COMMITTEE MEETING
June 25, 2018 **5:30 P.M.**

MEMBERS PRESENT

Bryan Smith, Chair
John Jackson
Patty Cox
Bill Oliver
Dave Drobisch
Kevin Meachum
Jerry Potts

COUNTY PERSONNEL PRESENT

Rocki Wilkerson, Workforce
Carol Reed, Auditor
Jay Dunn, County Board Chairman
Mary Eaton, Recorder
Jolene Jones, Deputy Recorder
Jeannie Durham, County Board Office

MEMBERS ABSENT

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

MINUTES

Motion to approve minutes of prior meeting, May 21, 2018 made by Mr. Meachum, seconded by Ms. Cox and motion carried 7-0.

APPROVAL OF PAYROLL AND CLAIMS

Motion to approve payroll as presented made by Mr. Meachum, seconded by Mr. Drobisch and the motion carried 7-0.

Motion to approve the claims as presented was made by Mr. Potts, seconded by Mr. Jackson. Ms. Cox asked about the Macon County Title Company Mitigation Grant expense of \$73,957.11. Ms. Reed explained that it is for buying one of the houses from the Mitigation Fund out on Kruse Road due to the flooding. The motion carried 7-0.

REPORTS

Auditor's Office –

Ms. Reed had no report

County Board

Chairman Dunn reported that the three ladies on the 5th floor, Tracy, Jennifer and Jeannie, have taken over the Print Shop when Laura went to work for the Treasurer. There has been a savings of at least \$20,000 and possibly more. We'll find out at the end of the year. Everything is going good with no complaints. He expressed his appreciation for the three ladies stepping up and taking on the assignment.

County Clerk – no report

Recorder

Macon County Board Resolution Approving Predictable Recording Fee for Macon County

Recorder

Ms. Eaton explained that per State Statute, this is supposed to be implemented by January 1, 2019. The Cost Study, once passed by the County Board, implements the increase in the recording fees.

Mr. Drobisch made a motion to approve forwarding the resolution on to the Finance Committee with recommendation to approve, seconded by Mr. Oliver. Mr. Oliver asked about how much the increase would be. Ms. Cox asked about how much revenue would be generated. Ms. Eaton said approximately anywhere from \$14,000 to \$16,000 more a year. Also, if a decline in recordings is seen for multiple page documents, another fee study will be done by Bellweather at no cost which may cause another change. The motion carried 7-0.

Also, charge cards for document search through CIC for remote access printing will be implemented in the next month or two. This is where people can go in and buy copies or purchase documents online. Right now, there are a lot of people that call and want copies, the original ones because the ones the public can see have the unofficial watermark on them. They want them either emailed or faxed. The office staff has to stop, pull the document and either fax or email. This way, they will pay a little bit extra to be able to copy their own documents. The office will get a monthly check from the vender after they take anywhere from 2% or 3% off the cost. Hopefully, we will see a little extra automation money coming in. Mr. Oliver asked about how much that is supposed to generate. Ms. Eaton said anywhere from \$200 to \$600 a month.

Ms. Eaton distributed a monthly report and offered to answer questions

Workforce Investments –

Ms. Wilkerson reported that they are getting ready to wind up the fiscal year and start a new fiscal year on July 1st. Currently, they are promoting the Sue Scherer job fair on July 18th. They are also getting ready to run some free workshops for individuals to help them prepare for the fair. Mostly, they are really struggling to get candidates in the door that are qualified and ready to go to work.

Citizens' Remarks - none

Old Business - none

New Business – none

CLOSED SESSION None needed

NEXT MEETING: July 23, 2018 Chairman Smith announced that he would not be able to attend that meeting, so it would be run by Vice Chair Potts.

ADJOURNMENT

Motion to adjourn by Mr. Oliver, seconded by Mr. Potts, motion carried 7-0, Chair Smith adjourned the meeting at 5:39 p.m.

Minutes submitted by Jeannie Durham, County Board Office