

Taxation & Elections Committee
Tuesday, July 2, 2024
5:00 PM, 2nd Floor, Joseph G Cannon Bldg.

MINUTES

Agenda Item 1 - Call to Order and Roll Call

Committee Chairman Phil Jackson called the Taxation & Elections Committee meeting to order at 5:00 PM. Upon the call of the roll, the following members were present; Phil Jackson, Christine LaMar, Jerry Hawker, Phearn Butler, Kevin Bodine and Tara Auter. George Weller was absent. 6 present, 1 absent. Also, in attendance; Cassy Carter – Financial Resources Director, Robyn Heffern – Chief Deputy County Clerk’s Office, Carrie Wilson – Supervisor of Elections, Crisi Walls – Recorder and Matt Long – Supervisor of Assessments/Board of Review.

Agenda Item 2 - Adoption/Amendments to the Agenda

Hawker motioned, second by LaMar to approve the agenda. Motion passed by acclamation.

Agenda Item 3 - Approval of Minutes – June 11, 2024

Hawker motioned to approve minutes, second by Auter. Motion passed by acclamation.

Agenda Item 4 - Audience Comments

None

Agenda Item 5 – Election Judge Certification

Bodine motioned, second by Butler to approve. Wilson stated the attached is the Certified List of Candidates for Elections Judges, this is a two year term. She also has the list of judges willing to travel to other areas as well. The day schedule is 5am – 8pm.

Upon the call of the roll the following members voted yes, to wit: Jackson, LaMar, Hawker, Butler, Bodine and Auter. 6 yes, 1 absent. Motion passed.

Agenda Item 6 – Resolution – RE: Change in Polling Place – Pilot Township moved to the Pilot Township Building (25010 E. 3rd Avenue, Collison)

Auter motioned, second by Bodine to approve. Wilson stated this is moving the polling place to allow for handicap accessible, refrigerator, restroom and microwave. Since the judges have to be there all day starting at 5:00am, they need access to these amenities.

Upon the call of the roll the following members voted yes, to wit: Jackson, LaMar, Hawker, Butler, Bodine and Auter. 6 yes, 1 absent. Motion passed.

Agenda Item 7 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Records Special Fund – Budget Amendment - \$90,000.00

Hawker motioned, second by LaMar to approve. Walls explained this would allow for all records to be indexed, these are digitized records from 1826-1970. She stated they have been working on scanning the records, this would allow them to be indexed and searchable electronically.

Upon the call of the roll the following members voted yes, to wit: Jackson, LaMar, Hawker, Butler, Bodine and Auter. 6 yes, 1 absent. Motion passed.

Agenda Item 8 – Recorder Budget FY 2024-2025

Hawker motioned, second by Butler to approve. Walls explained that she has decreased the staffing to three employees from the allowed four. If they find they are short staffed, Walls has learned how to rec-

ord so she can be a backup to the staff. The salary line increased per union contract of 3.125%. The Supplies/Microfilm decreased due to very little microfilm, Education/Training increased due to additional training for staff, there were a few other increases with dues and license for needed software. Over all the budgeted expenses are less for this fiscal year than last fiscal budget year.

Upon the call of the roll the following members voted yes, to wit: Jackson, LaMar, Hawker, Butler, Bodine and Auter. 6 yes, 1 absent. Motion passed.

Agenda Item 9 – SOA Budget FY 2024-2025

Auter motioned, second by Butler to approve. Long explained the increase to the salary line is due to the union increase of 3.125% as well as hiring an additional staff member to train with a long-term employee that has plans to retire. There was a small increase to postage due to increased postage rate, and the dues/licenses due to software fees.

Upon the call of the roll the following members voted yes, to wit: Jackson, LaMar, Hawker, Butler, Bodine and Auter. 6 yes, 1 absent. Motion passed.

Agenda Item 10 – BOR Budget FY 2024-2025

Hawker motioned, second by Auter to approve. Long explained the only change to the budget was the 3.125% approved raise to salary per union contract. He stated the EAV will be in firmed up in September. No other changes were made.

Upon the call of the roll the following members voted yes, to wit: Jackson, LaMar, Hawker, Butler, Bodine and Auter. 6 yes, 1 absent. Motion passed.

Agenda Item 11 – Executive Session

None

Agenda Item 12 - Items of Information

None

Agenda Item 13 – Adjournment

Committee Chairman Jackson adjourned the meeting at 5:33 PM.

Minutes by: Cassy Carter, Financial Resources Director