

**MINUTES
LEGISLATIVE & JUDICIAL COMMITTEE
MONTHLY MEETING
TUESDAY, FEBRUARY 2, 2021
6:00 p.m.
County Board Room**

Mr. Bier called the meeting to order at 6:02 pm on Tuesday, February 2, 2021. Members present were: Barney Bier (Chairman), Todd Duesterhaus, Marvin Kerkhoff, and Theresa Bockhold.

Others present were: Gary Farha, Todd Eyler, Ryan Niekamp, Lori Geschwandner, Sue Hester and Anthony Foster.

The Committee approved minutes from the December and January meeting as printed. Mr. Kerkhoff made a motion to approve the minutes and Mr. Duesterhaus seconded the motion. The minutes were approved unanimously.

The Committee reviewed the bills and they all appeared to be in order.

Chairman Bier asked Mr. Niekamp to discuss and to explain the polling location lease agreements for the polling locations for the elections. Mr. Niekamp stated that they are two-year agreements and they are designed to protect the county in the event there's a special election. Polling locations are paid \$75.00 per precinct they serve. Chairman Bier asked if he needed to sign the agreements, or the Board Chairman and whether or not they needed to go before the entire Board. Mr. Niekamp stated that the Chairman of the Legislative Committee has authority to sign the leases and history they had not gone before the entire County Board.

Chairman Bier asked Mr. Niekamp to explain the polling location change for the Lima Township Hall that is being purposed. Mr. Niekamp stated that the resolution would be to move the precinct voting location from the village hall to the township hall. He stated that the County Board moved the polling location to the village hall last election and he had received some very good and positive feedback regarding the change. Mr. Niekamp stated that this change would affect around 360 voters. Mr. Bier proceeded to read the resolution to the committee. The motion was made by Mrs. Bockhold and seconded by Mr. Duesterhaus to present the resolution to the full county board at their next meeting. The Committee approved to present the resolution unanimously.

Chairman Bier asked Mr. Niekamp to explain the next resolution which is to close the Clerk's Office down to only election related tasks. Mr. Niekamp explain that a similar resolution has went before the Board before other elections in the past. This request is due to the need of staff's help to setup and run the election. Mr. Niekamp stated that the resolution is the exact same that was passed in October for the November election with just a new set of dates. Chairman Bier entertained a motion to present the resolution to close the County Clerk's Office for elections. The motion was made by Mrs. Bockhold and seconded by Mr. Duesterhaus. The motion was passed unanimously to be presented to the full county board.

Chairman Bier presented the appointment of Bob Baucom for the Clayton Camp Point Water Commission to the committee. Mr. Niekamp stated that Brent Obert was the previous commission and he resigned and the commission sent us a request to have Mr. Baucom appointment to the vacant position and this would be to finish out the term of Mr. Obert. Chairman Bier entertained a motion to approve the appointment. Mr. Kerkhoff made a motion to approve the appointment, seconded by Mr. Duesterhaus. The appointment carried.

Chairman Bier presented to the committee the Liquor License Permits. Chairman Bier had a few questions regarding the process and wanted to table the licenses. Chairman Bier understand that per the Code, he wanted to talk with the Liquor Commission how he would like to handle these requests in the future. Chairman Bier believes that it's the prerogative of the Commission to approve / deny such permits. Mr. Niekamp stated that we don't typically issue many one-day permits per year – roughly ten (10) per year. The committee agreed to table the permits for one month.

Chairman Bier presented to the committee discussion of Article 12 of the Adams County Code regarding the credit card policy and stated that we have had a few issues pop up with use and credit limits for the different offices. Mr. Niekamp stated that he wanted to get the conversation moving to update the credit card policy. Mr. Niekamp stated that the credit limits are no longer reasonable due to our times and we are purchasing more online than we did a few years ago. Mr. Niekamp stated that we also need to discuss what the channel of approval for temporary approvals is. Currently for temporarily increases the County Clerk is requesting written approval from the Board Chairman before any increases are given. Chairman Bier stated that as the code currently reads now, for example, if an office purchases something greater than \$500.00 they technically need to get permission before they purchase the item/service with the card. Mr. Niekamp stated that currently if we follow the code, it isn't practical. Chairman Bier stated that at this moment, out of necessity, we are not complying with our policy. Mr. Farha mentioned that we are doing more purchases in bulk, i.e., paper with maintenance and it comes directly out of the maintenance line item within the budget. Chairman Bier asked Mrs. Hester if procurement is within her job description and she stated that a centralized purchasing system has been talked about before but didn't gain much attention but it would be worth it for I.T. related equipment like copying machines, etc.

Chairman Bier stated that there was no business for the Director of Administrative Services contract and at this currently time it might have already been wrapped up and signed.

Chairman Bier asked Mr. Nelson is the Public Defender's Office has any type of security much like the State's Attorney's Office does. Mr. Nelson said they are lacking in some areas and they do have a key fob to access the office directly, but overall, it's a safe area. They do not need to buzz into the PD's office like they need to for the SA's Office. Chairman Bier asked if the public can walk right into his office and at the current time they are comfortable with how everything is and how it works. Mr. Farha asked if Mr. Nelson had seen Mr. Niekamp's office and suggested that he should as it is very well secured and was completed very well. Mr. Farha also mentioned that maybe it would be worth while to closing the back entry by the old jail to help secure the office.

Mr. Niekamp stated that as of today 387 people had casted their ballot for the Mayoral Primary – 94 democrats and 289 republicans.

Chairman Bier entertained a motion to adjourn. The motion was made by Mr. Duesterhaus and seconded by Mr. Kerkhoff. The committee adjourned at 6:21 pm on February 2, 2021.

End of Minutes