

COUNTY BOARD AGENDA

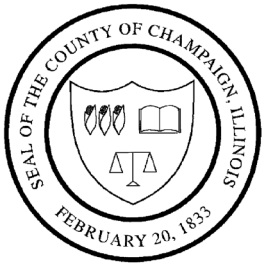
County of Champaign, Urbana, Illinois
Thursday, October 18, 2018 – 6:30 p.m.

Lyle Shields Meeting Room, Brookens Administrative Center,
1776 East Washington Street, Urbana, Illinois

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<u>Agenda Items</u>	
I. Call To Order	
II. *Roll Call	
III. Prayer & Pledge of Allegiance	
IV. Read Notice of Meeting	
V. Approval of Agenda/Addenda	
VI. Date/Time of Next Regular Meetings	
Standing Committees:	
A. County Facilities Committee Meeting – Wednesday , November 7, 2018 @ 6:30 p.m. Lyle Shields Meeting Room	
B. Environment & Land Use Committee Meeting – Thursday, November 8, 2018 @ 6:30 p.m. Lyle Shields Meeting Room	
C. Highway & Transportation Committee Meeting – Friday, November 9, 2018 @ 9:00 a.m. County Highway Building Conference Room	
Committee of the Whole:	
A. Justice & Social Services; Policy, Personnel, & Appointments; Finance Tuesday, November 13, 2018 @ 6:30 p.m. Lyle Shields Meeting Room	
County Board:	
A. Regular Meeting Tuesday, November 27, 2018 @ 6:30 p.m. Lyle Shields Meeting Room	
VII. Public Participation	
VIII. *Consent Agenda	1-21
IX. Communications	
X. Approval of Minutes	
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XI. Standing Committees:	
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2. *Adoption of Resolution No. 2018-356 Granting a Special Permit, Zoning Case 897-S-18, Champaign Solar1 Community PV Solar Farm	34-38
XII. Areas of Responsibility:	
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A. Finance	
1. Adoption of Resolution No. 2018-341 Authorizing Payment of Claims	43
2. Adoption of Resolution No. 2018-342 Authorizing Purchases Not Following Purchasing Policy	44-45
B. Policy, Personnel, & Appointments	
1. Adoption of Resolution No. 2018-343 Appointing Kyle Shartzter to the Rural Transit Advisory Group, Term Ending 12/31/2019	46-49
XIII. New Business	
A. Finance	
1. **Adoption of Resolution No. 2018-344 Authorizing Budget Amendment 18-00059 Fund 080 General Corporate / Dept. 023 Recorder Increased Appropriations: \$220,000 Increased Revenue: \$330,000 Reason: Increase in Revenue Expenditures Due to Increased Sales of Property	50-51
XIV. Other Business	
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XV. Recess	
*Roll Call	
**Roll call and 15 votes	
***Roll call and 17 votes	
****Roll call and 12 votes	
Except as otherwise stated, approval requires the vote of a majority of those County Board members present.	

All meetings are at Brookens Administrative Center – 1776 E Washington Street in Urbana – unless otherwise noted. To enter Brookens after 4:30 p.m., enter at the north (rear) entrance located off Lierman Avenue. Champaign County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities. Please contact Administrative Services, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.



COUNTY BOARD CONSENT AGENDA

County of Champaign, Urbana, Illinois
Thursday, October 18, 2018 - 6:30 p.m.

Lyle Shields Meeting Room, Brookens Administrative Center,
1776 East Washington Street, Urbana Illinois

Consent Agenda Item

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A. Justice & Social Services

1. Adoption of Resolution 2018-345 Authorizing an Intergovernmental Agreement with the City of Champaign, the City of Urbana & Champaign County for the Edward Byrne Memorial Justice Assistance Grant (JAG) Program 1

B. Finance

1. **Adoption of Resolution No. 2018-346 Authorizing Budget Transfer 18-00005 Fund 080 General Corporate / Dept. 141 State's Attorney Support Enforcement Total Amount: \$3,000 Reason: to Pay for a Temporary Contractor Via Spherion Staffing 2
2. **Adoption of Resolution No. 2018-347 Authorizing Budget Amendment 18-00056 Fund 619 Tax Sale Automation / Dept. 026 County Treasurer Increased Appropriations: \$2,338 Increased Revenue: None: from Fund Balance Reason: to Cover Salary of Temporary Help During Tax Collection 3
3. Adoption of Resolution No. 2018-348 Authorizing Disbursement of Funds on Defaulted Contract for Mobile Home Tax Sale, Permanent Parcel 30-064-0115 4
4. Adoption of Resolution No. 2018-349 Authorizing a Certification of Participation Agreement Between Champaign County and the Illinois State Board of Elections for the Cyber Navigator Program 5
5. Adoption of Resolution No. 2018-350 Authorizing an Acceptance Agreement Between Champaign County and the Illinois State Board of Elections for a Help America Vote Act (HAVA) Election Security Grant 6
6. Adoption of Resolution No. 2018-351 to Receive and Place on File the FY2019 Champaign County Budget 7
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C. Policy, Personnel, & Appointments

1. Adoption of Resolution No. 2018-354 Appointing Breaden Belcher to the Lincoln Legacy Committee for an Unexpired Term Ending 2/28/2019 10
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RESOLUTION NO. 2018-345

RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF CHAMPAIGN, THE CITY OF URBANA & CHAMPAIGN COUNTY FOR THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) PROGRAM

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et. seq. enables units of local government to enter into agreements among themselves and provide authority for intergovernmental cooperation; and

WHEREAS, The Edward Byrne Memorial Justice Assistance Grant Program (hereinafter "JAG") is a partnership among the federal, state, and local governments to create safer communities by improving the functioning of the criminal justice system; and

WHEREAS, The County of Champaign, and the City of Champaign desire to apply for JAG funds to fund individual projects in Champaign County and the City of Champaign; and

WHEREAS, The City of Urbana declined participation and has agreed to divide their allocation evenly between Champaign County and the City of Champaign; and

WHEREAS, An intergovernmental agreement between County of Champaign, and the Cities of Champaign and Urbana has been prepared and outlines the responsibilities of each party;

NOW, THEREFORE, BE IT RESOLVED that the County Board of Champaign County authorizes the County Board Chair to enter into an intergovernmental agreement on behalf of Champaign County with the City of Champaign and the City of Urbana for the Edward Byrne Memorial Justice Assistance Grant Program.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of October A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 2018-346

TRANSFER OF FUNDS

October 2018

FY 2018

WHEREAS, Sufficient amounts have been appropriated to support such transfers;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following transfers within to the FY2018 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following transfers in the FY2018 budget.

Budget Transfer #18-00005

Fund 080 General Corporate
Dept. 141 State's Attorney Support Enforcement

<u>TRANSFER TO ACCOUNT</u>	<u>AMOUNT</u>	<u>TRANSFER FROM ACCOUNT</u>
533.07 Professional Services	\$3,000	511.04 Regular Part-time Employees

REASON: to Pay for a Temporary Contractor Via Spherion Staffing

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of October A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 2018-347

BUDGET AMENDMENT

October 2018

FY 2018

WHEREAS, The County Board has approved the following amendment to the FY2018 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2018 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2018 budget.

Budget Amendment #18-00056

Fund: 619 Tax Sale Automation
Dept. 026 County Treasurer

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:

511.05 Temporary Salaries & Wages

\$2,263

513.01 Social Security-Employer

\$65

513.04 Workers' Compensation Insurance

\$10

Total \$2,338

Increased Revenue:

None: from Fund Balance

\$0

Total \$0

REASON: to Cover Salary of Temporary Help During Tax Collection

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of October A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 2018-348

RESOLUTION AUTHORIZING DISBURSEMENT OF FUNDS ON DEFAULTED CONTRACT FOR MOBILE HOME TAX SALE, PERMANENT PARCEL NUMBER 30-064-0115

WHEREAS, The County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent mobile home taxes, pursuant to the authority of 35 ILCS 516/35; and

WHEREAS, Pursuant to this program, the County of Champaign has acquired an interest in the following described mobile home:

MH Park: Woodland Acres
VIN: 11220573
YR/SQ FT: 1980/924
Permanent Parcel Number: 30-064-0115
Sold October 24, 2014
Commonly known as: 12 Toni Lane; and

WHEREAS, The redemption/re-conveyance party, Paula Regalado, for Mathew Warner, has defaulted a time payment contract. Of the total due of \$1,428.13, the redemption/re-conveyance party has only paid \$557.00. And, after several attempts to collect the balance, the Finance Committee of the Whole feels that the above mentioned party has defaulted on the contract and it is in the best interest of the County of Champaign that the funds collected should be disbursed as follows:

\$0.00 to be paid to the County Clerk to reimburse the revolving account for the charges advanced from this account, \$345.82 is to be paid the Agent for his services under his contract and the balance, and \$211.18 shall be paid to the Treasurer of Champaign County, Illinois, to be disbursed according to law.

NOW, THEREFORE, BE IT RESOLVED By the County Board of Champaign County, Illinois, that the redemption/re-conveyance party has defaulted a time payment contract and it is in the best interest of the County of Champaign that the funds collected should be disbursed as follows:

\$0.00 to be paid to the County Clerk to reimburse the revolving account for the charges advanced from this account, \$345.82 is to be paid the Agent for his services under his contract and the balance, and \$211.18 shall be paid to the Treasurer of Champaign County, Illinois, to be disbursed according to law. This resolution shall be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of October 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the County Board

RESOLUTION NO. 2018-349

**RESOLUTION AUTHORIZING A CERTIFICATION OF PARTICIPATION
AGREEMENT BETWEEN CHAMPAIGN COUNTY AND THE ILLINOIS STATE
BOARD OF ELECTIONS FOR THE CYBER NAVIGATOR PROGRAM**

WHEREAS, The Champaign County Clerk's Office is eligible to receive a Help America Vote Act (HAVA) grant and has been notified it is eligible to receive an amount of \$42,392.00 (FOURTY TWO THOUSAND, THREE HUNDRED NINETY-TWO) to assist in the maintenance and other associated costs relating to Cyber Security for Champaign County's voter registration system and IT infrastructure; and

WHEREAS, Champaign County must enter into a Certification of Participation Agreement with the Illinois State Board of Elections Cyber Navigator Program in order to be eligible for these HAVA funds; and

WHEREAS, A Cyber Navigator Program Certification of Participation Agreement outlining the responsibilities of Champaign County has been prepared;

NOW, THEREFORE, BE IT RESOLVED that the County Board of Champaign County authorizes the County Board Chair to enter into the Cyber Navigator Program Certification of Participation Agreement with the Illinois State Board of Elections.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of October A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

Gordy Hulten, County Clerk and
Ex-Officio Clerk of the County Board

RESOLUTION NO. 2018-350

**RESOLUTION AUTHORIZING AN ACCEPTANCE AGREEMENT BETWEEN
CHAMPAIGN COUNTY AND THE ILLINOIS STATE BOARD OF ELECTIONS FOR
A HELP AMERICA VOTE ACT (HAVA) ELECTION SECURITY GRANT**

WHEREAS, The Champaign County Clerk's Office is eligible to receive a Help America Vote Act (HAVA) grant and has been notified it is eligible to receive an amount of \$42,392.00 (FOURTY TWO THOUSAND, THREE HUNDRED NINETY-TWO) to assist in the maintenance and other associated costs relating to Cyber Security for Champaign County's voter registration system and IT infrastructure; and

WHEREAS, The Illinois State Board of Elections and Champaign County both have responsibilities under Help America Vote Act as to spending the grant for its intended purposes and tracking expenditures not previously covered or reimbursed by the Help America Vote Act grant funds; and

WHEREAS, An Acceptance Agreement outlining the responsibilities of Champaign County has been prepared;

NOW, THEREFORE, BE IT RESOLVED that the County Board of Champaign County authorizes the County Board Chair to enter into the Help America Vote Act Election Security Grant Acceptance Agreement with the Illinois State Board of Elections.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of October A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

Gordy Hulten, County Clerk and
Ex-Officio Clerk of the County Board

RESOLUTION NO. 2018-351

RESOLUTION TO RECEIVE AND PLACE ON FILE
THE FY2019 CHAMPAIGN COUNTY BUDGET

WHEREAS, The Champaign County Board annually adopts a budget for the succeeding fiscal year; and

WHEREAS, Pursuant to 55 ILCS 5/6-1001, the County Board has designated the County Administrator as the person to prepare the annual budget; and

WHEREAS, Pursuant to 55 ILCS 5/6-1001, the budget shall be made conveniently available to public inspection for at least fifteen days prior to final action thereon; and

WHEREAS, The County Administrator has presented the FY2019 Champaign County Budget to the County Board, to be received and placed on file at its October 18, 2018 meeting, prior to a final vote on said budget on November 27, 2018;

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED By the County Board of Champaign County, Illinois that the FY2019 Champaign County Budget is received and placed on file on this date, prior to final vote on said budget on November 27, 2018, and can be accessed by the public at: <http://www.co.champaign.il.us/CountyBoard/Budget.php>

PRESENTED, ADOPTED, APPROVED, AND RECORDED, This 18th day of October 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

Gordy Hulten, County Clerk and
Ex-Officio Clerk of the County Board

RESOLUTION NO. 2018- 352

RESOLUTION AMENDING THE SCHEDULE OF AUTHORIZED POSITIONS for THE
CHAMPAIGN COUNTY PLANNING and ZONING DEPARTMENT

WHEREAS, the County Board has approved the Champaign County Personnel Policy, which documents the process for the creation of new positions and re-evaluation of existing positions within Champaign County government; and

WHEREAS, pursuant to the Champaign County Personnel Policy, the Planning and Zoning Director has presented a request for the establishment of a newly created Planner position;

WHEREAS, the Job Content Evaluation Committee, at the direction of the Policy, Personnel and Appointments Committee, reviewed the request for the establishment of the Planner position and recommends the classification of the Planner position be assigned to Grade Range J; and

WHEREAS, the Finance Committee of the Whole has recommended to the County Board approval of the creation of the Planner position assigned to Grade Range J in the Planning and Zoning Department;

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approves the amendment to the Champaign County Planning and Zoning Department Schedule of Authorized Positions to include a Planner position classified in Grade Range J, effective January 1, 2019.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of October, A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 2018-353

RESOLUTION AMENDING THE SCHEDULE OF AUTHORIZED POSITIONS for THE
CHAMPAIGN COUNTY HIGHWAY DEPARTMENT

WHEREAS, the County Board has approved the Champaign County Personnel Policy, which documents the process for the creation of new positions and re-evaluation of existing positions within Champaign County government; and

WHEREAS, pursuant to the Champaign County Personnel Policy, the County Engineer has presented a request for the re-evaluation of the Highway Accountant position;

WHEREAS, the Job Content Evaluation Committee, at the direction of the Policy, Personnel and Appointments Committee, reviewed the request for the re-evaluation of the Highway Accountant position and recommends the classification be changed from Grade Range H to Grade Range I, and the position title be changed from Accountant to Office Manager/Accountant; and;

WHEREAS, the Finance Committee of the Whole has recommended to the County Board approval of the reclassification of the Highway Accountant position from Grade Range H to Grade Range I and the change in position title from Accountant to Office Manager/Accountant;

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approves the amendment to the Champaign County Highway Department Schedule of Authorized Positions to reclassify the Highway Accountant position from Grade Range H to Grade Range I, and to change the position title from Accountant to Office Manager/Accountant, effective October 21, 2018.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of October, A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 2018-354

RESOLUTION APPOINTING BREADEN BELCHER TO THE
CHAMPAIGN COUNTY LINCOLN LEGACY COMMITTEE

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Breaden Belcher to the Champaign County Lincoln Legacy Committee; and

WHEREAS, Such appointment requires the advice and consent of the County Board;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Breaden Belcher to the Champaign County Lincoln Legacy Committee for an unexpired ending February 28, 2019; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Breaden Belcher 407 W. Green St., Apt. 6, Urbana IL 61801.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of October A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

ORDINANCE NO. 2018-5

AN ORDINANCE ESTABLISHING TRAVEL REGULATIONS POLICY FOR CHAMPAIGN COUNTY, ILLINOIS and RESCINDING ORDINANCE NO. 946

WHEREAS, the County Board of the County of Champaign, Illinois, is vested with the authority to adopt a policy establishing travel regulations to ensure that elected and appointed officials and employees who travel on official business will be treated fairly and reimbursed at rates which are reasonable, consistent with actual, necessary costs, and which will insure the promotion of economy in County government; and

WHEREAS, the travel regulations adopted by the County Board of Champaign County, Illinois, apply to all elected officials, appointed officials, and employees of the County of Champaign, regardless of source of funds, with the specific exceptions of the members of advisory boards or committees or other persons who are not employed financially by the County, except as provided in Article X of the Travel Regulations Policy stated herein.

NOW, THEREFORE BE IT AND IT IS HEREBY ORDAINED by the County Board of the County of Champaign, Illinois, as follows:

1. Ordinance No. 946 which prescribed County Board Travel Policies since its adoption on August 21, 2014 is hereby rescinded.
2. The attached "Champaign County Travel Regulations Policy" shall be the official travel regulations policy for all elected officials, appointed officials, and employees of the County of Champaign, regardless of source of funds, with the specific exceptions of members of advisory boards or committees or other persons who are not employed financially by the County, except as provided in Article X of the Travel Regulations Policy stated herein.

PRESENTED, ADOPTED, APPROVED and RECORDED this 18th day of October, A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

Gordy Hulten, County Clerk and
Ex-Officio Clerk of the County Board

**TRAVEL REGULATIONS
CHAMPAIGN COUNTY, ILLINOIS
ESTABLISHED PURSUANT TO
CHAMPAIGN COUNTY ORDINANCE NO. 2018-5**

ARTICLE I. APPLICABILITY AND POLICY

APPLICABILITY: These Travel Regulations apply to all Elected Officials, Appointed Officials and Employees of the County of Champaign, regardless of source of funds. Mental Health is specifically excluded from this policy. These regulations do not apply to members of advisory boards or committees or other persons who are not employed financially by the County, except as provided in Article X, A and B. Appropriations for travel must be in appropriate County budgets prior to travel.

POLICY: The purpose of the Regulations is to insure that Elected and Appointed Officials and Employees who travel on official business will be treated fairly and reimbursed at rates which are reasonable, consistent with actual, necessary costs, and which will insure the promotion of economy in County government. The purpose is not to create any additional source of income beyond the Official's or Employee's compensation. Reimbursement of entertainment expenses is not allowed for any Elected or Appointed Officials, or for any Employees of the County.

EFFECTIVE DATE: These Regulations are to be effective October 19, 2018.

ARTICLE II. AUTHORITY TO TRAVEL

- A. The County Board, through its budget system, shall be responsible for maintaining a system for control of travel for officials and employees which will provide for the efficient and economical conduct of the County's business, both within and outside the County.
- B. Prior authorization for all trips planned during the budget year shall be obtained as part of the approved budget for each department. If appropriations are depleted from all travel line items during the budget year, an additional appropriate sum may be added by budget amendment or transfer for unanticipated trips, subject to County Board approval. Transfers within the same category are allowed.
- C. All travel shall be approved by either Appointed or Elected Officials, as department heads, prior to the beginning of travel. Said approval may be oral, but where requested, same can be in writing.
- D. As a courtesy, summary reports of travel for Conferences and Instruction and Schooling may be reported to the relevant Department Head, or in the case of

travel of a Department Head to the County Board. Such summary reports are not a requirement for reimbursement of expenses.

ARTICLE III. ALLOWABLE TRANSPORTATION EXPENSES

A. Governing Regulations

1. All travel shall be by the most direct route.
2. All travel shall be by the most economical mode of transportation available, considering travel, time, costs, and work requirements.
3. County owned vehicles shall be used whenever possible.

B. Use of Public Transportation

1. The full cost of public transportation is recoverable if it is the chosen mode of transportation in view of Article III; A, 1 and 2.

C. Use of Personal Vehicle

1. When the use of a privately owned vehicle is necessary or desirable in consideration of the County's travel policy and expenditures, it may be used at the reimbursement rate given in the current year IRS provision for determination of mileage for business expenses.
2. When the use of public transportation is a reasonable alternative to the use of a personal vehicle, the mileage payment shall not exceed the cost of travel by public transportation.
3. Mileage will be payable to only one of two or more individuals traveling in the same vehicle. The names of all travelers and their employing department shall be listed on the travel voucher, along with a travel log that indicates date, purpose of trip, and total mileage.
4. No mileage payments are allowed for Elected or Appointed departments to attend committee meetings, subcommittee meetings and County Board meetings. The County Board Chair and County Board members are allowed mileage payments to attend committee meetings, subcommittee meetings, any other meetings they attend in fulfilling their duties as County Board Members, and County Board meetings.

D. Fly Local Policy

1. When making air travel decisions for Champaign County and its employees, consideration will always be first given to flying in and out of CMI.
2. In determination of the overall expense of air travel on behalf of the County, the following will all be considered in making air travel decisions for the County:
 - i. Costs of employee time spent in travel;
 - ii. Travel reimbursement to another airport;
 - iii. Parking fees;
 - iv. Time savings of getting through security at CMI versus other airports.

ARTICLE IV. ALLOWABLE LIVING EXPENSES

A. Meal Expense

1. When traveling outside Champaign County, reimbursement for meals and tips shall be allowed, in accordance with Internal Revenue Service per diem meal allowances as published annually for all cities within the continental United States. In January, the Auditor's Office will provide departments with a chart of the breakfast, lunch, and dinner reimbursement allowed within each per diem category for the calendar year.

Receipts for individual meals need not be submitted, but a travel log must be submitted in accordance with IRS regulations, which substantiates the business purpose (meeting type, seminar or conference title), the travel dates, the applicable meals to be reimbursed for each day, and the place (city).

2. Meals and tips will not be reimbursed, if the cost of meals for seminars or official meetings is included in the registration fee. A copy of the meeting brochure should be submitted with the travel log at the time of request for reimbursement.
3. Within Champaign County, meals and tips may be reimbursed for Officials and Employees attending meetings, conferences and seminars, if the attendance at the meeting, conference or seminar is required by the Department Head and if the meeting, conference or seminar, includes a meal for which the employee is expected to pay. The same limits apply as noted in Article IV. Section A, Items 1 and 2.
4. Alcoholic beverages are excluded from reimbursement.

5. Any exceptions to the above shall be presented in a letter to the Policy, Personnel and Appointments Committee for approval.

B. Lodging

1. Actual lodging expense will be reimbursed, with the understanding that:
 - a. The person traveling will always seek, and use, when available, the “government economy” room rate offered by the hotel.
 - b. When the “government economy” rate is not available, and a convention is the reason for the trip, the person will be reimbursed only in terms of the lowest two levels of convention lodging rates, unless such accommodations are not available to the person making the trip.
2. Receipts are required to be submitted with travel vouchers to support accommodation expenses claimed.

ARTICLE V. ALLOWANCE MISCELLANEOUS EXPENSES

- A. The following are items that may be reimbursed by the County under Miscellaneous Expenses, if authorized by the affected elected official/department head:
1. Taxicab fares (where a hotel limousine is available, it is to be used).
 2. Limousine fares, i.e. hotel limousine.
 3. City transit (if used instead of taxicab or limousine).
 4. Parking fees.
 5. Bridge, road and tunnel tolls.
 6. Registration fees.
 7. Storage of baggage.
 8. Hire of room for official business (when appropriate).
 9. Car rentals (when appropriate).
 10. Tips for parking attendants and baggage handling.

- B. Any miscellaneous expense OVER \$20.00 shall be accompanied by a receipt.

ARTICLE VI. EXCEPTIONS TO TRAVEL REGULATIONS

A. Any Exceptions

- 1. Any exception to the above regulations; whether it is an estimate of the cost of travel, meals, or lodging if expenses have not been incurred or a receipt of the cost of the travel, meals, or lodging if the expenses have already been incurred; shall be presented in a letter submitted to the Policy, Personnel and Appointments Committee for approval and recommendation for approval by the County Board which must be documented with a roll call vote.

ARTICLE VII. APPROVAL OF TRAVEL EXPENSES FOR MEMBERS OF THE COUNTY BOARD

- A. Approval of expenses. Expenses for travel, meals, and lodging of any member of the County Board may only be approved by roll call vote at an open meeting of the County Board.
- B. Documentation of expenses. Before an expense for travel, meals, or lodging may be approved for any member of the County Board, the following minimum documentation must first be submitted, in writing, to the County Board:
 - a. An estimate of the cost of travel, meals, or lodging if expenses have not been incurred or a receipt of the cost of the travel, meals, or lodging if the expenses have already been incurred;
 - b. The name of the individual who received or is requesting the travel, meal, or lodging expense;
 - c. The job title or office of the individual who received or is requesting the travel, meal, or lodging expense; and
 - d. The date or dates and nature of the official business in which the travel, meal, or lodging expense was or will be expended.
- C. All documents and information submitted under this Section are public records subject to disclosure under the Freedom of Information Act.

ARTICLE VIII. PREPARATION OF A TRAVEL VOUCHER

- A. All claims for the reimbursement of traveling expenditures shall be submitted within sixty (60) days of the last date of travel on a County voucher and shall be itemized in accordance with the regulations. If an employee is unable to meet the specified deadline of within sixty days of the last date of travel, the employee will not receive reimbursement.

- B. Each year, there shall be an exception period to the sixty day requirement for submission of travel receipts with regard to travel occurring up to December 31st, the last day of the fiscal year. All requests for reimbursement of travel expenses incurred in the month of December of each year should be submitted to the Auditor's Office by the deadline established by the Auditor for submission of payments to allow payment out of the appropriate fiscal year expenditure budget. If the payment is not submitted in that time frame, the Auditor's Office will not pay the reimbursement.
- C. In all instances, travel vouchers shall be supported by receipts for public transportation, lodging, and all other miscellaneous items in excess, individually, of \$20.00.
- D. Individuals submitting travel vouchers are personally responsible for the accuracy and propriety of said vouchers. Any misrepresentation shall be grounds for disciplinary or legal action.
- E. In order to avoid unnecessary paperwork, cash advances are to be issued for travel only when the trip is outside Champaign County and involves an overnight stay, otherwise reimbursements for travel shall be made through the accounts payable system and not by issuing advances.

ARTICLE IX. OTHER EXPENSE GUIDELINES

- A. **Items Billed Directly.** No requests for reimbursement shall be made for items of expenditure, in connection with travel, that are billed directly to the County. Travel expense items billed to a credit card should accompany an appropriately signed and completed County voucher for reimbursement.
- B. **Business Meals & Expenses.** Business breakfasts, lunches and dinners, for both County employee and appropriate guest, which are involved in the course of conducting County business shall be termed a legitimate expenditure for County Officials, Employees and appropriate County guests.

Example: A County employee pays for his own lunch and that of an architect working on space needs for the county. BOTH lunches would be charged to 533.84. (The cost of the employee's lunch is subject to meal allowance limitations; the cost of the guest's meal is not.)

Business breakfasts, lunches and dinners shall:

- 1. Be in accord with IRS per diem meal allowances as published annually, for county employees.

2. Have documentation of the nature of the business and expenses incurred, attached to the reimbursement voucher submitted.
- C. All reimbursement is subject to budget limitations.
- D. Reimbursement will be made for travel expenses of job applicants while in Champaign County for interviewing purposes. This can include transportation, hotel, meals and other allowable expenses. Total expenses are set by the Policy Personnel and Appointments Committee for each job search, but other County limitations will not apply. Job applicants should be advised in advance that the Internal Revenue Service requires that we have documentation for reimbursed expenses.

The Search Committee may invite County employees, County Board members, and other public local officials to eat meals with, or attend receptions for, job applicants, subject to the total search expense limitation. Specific meal allowances per person will not apply to such meals.

ARTICLE X. PROSPECT AND APPOINTEE TRAVEL

- A. Upon the request of the County, a prospect for a position in County government may be reimbursed for reasonable travel expenses incurred in coming to County office buildings for interviews.
- B. Upon request of the County to travel to the County to conduct official business prior to employment, an individual appointed by the County to an authorized position may be reimbursed for travel expenses, within the reimbursement guidelines of this policy.

ARTICLE XI. CREDIT CARDS

A credit card may be obtained by a County department for the efficient operation of the department in regard to charging and payment of business expenses including air fares, lodging, car rental, hotels, other ground transportation, meals, and other miscellaneous expenses that cannot be conveniently paid for by other means.

- A. **ELIGIBILITY** – Champaign County business credit cards may be issued to department heads, for allowable use by that department.
- B. **POLICY** – Champaign County credit cards are issued for the convenience of department heads and their designees. Champaign County credit cards are for business related purchases only.
- C. **PROCEDURES** –
 1. Purchasing Limits – All Champaign County departments issued credit cards, are authorized to utilize Champaign County business credit cards

for purchases of up to \$5,000 for travel arrangements in compliance with the Champaign County Travel Policy. Purchases of all other goods and/or services, up to \$5,000, that can be made more conveniently through the use of the credit card are also authorized if made in compliance with the Champaign County Purchasing Policy.

2. Tax Exempt Status – Champaign County Department Heads are also required to ensure that vendors are made aware of and provided with Champaign County tax exemption information whenever applicable.
3. Receipts - Receipts for all purchases made on Champaign County business credit cards are to be submitted to the Department Head or his/her designee as soon as practicable after the charge is made; and receipts for all purchases made on Champaign County business credit cards are to be submitted to the Auditor's Office with the monthly payment requisition for reconciliation with account statements.
4. Examples of Allowable Use – Champaign County business credit cards may be used for, but not limited to the following:
 - i. Hotel expenses
 - ii. Conference Registration
 - iii. Business meals
 - iv. Car rentals and fuel
 - v. Supplies and equipment which can be more conveniently purchased through a credit card and whereby tax exempt purchases can be accomplished.

ARTICLE XII. ADVISORY BOARDS AND COMMITTEES

- A. Boards and committees having a budget included as part of the County operating expense, are entitled to include a travel item in their budgets, subject to County revenue limitations. Members of such boards and committees shall be reimbursed for approved travel expenses in accordance with the provisions contained in these regulations.
- B. Members of advisory boards, committees, or other groups of private citizens which have no board, committee, or group-budget subject to County support, are not covered by these regulations and shall not be reimbursed for travel expenses by the County unless specifically authorized by the County Board, by the recommendation of the Policy, Personnel and Appointments Committee.

ARTICLE XIII. FOR COUNTY BOARD MEMBERS ONLY

- A. County Board members shall be paid one per diem daily for meetings attended, whether local or outside Urbana, in accordance with County Board regulations and except where such per diem payment is expressly forbidden by state law. The per diem shall be in addition to approved travel allowance for transportation, meals, and other miscellaneous accompanying expenses.
- B. The County Board Chair and County Board members are allowed mileage payments to attend committee meetings, subcommittee meetings, any other meetings they attend in fulfilling their duties as County Board Members, and County Board meetings.

ARTICLE XIV. APPROPRIATE BUDGET LINE ITEMS FOR TRAVEL EXPENSES

The following line items are to be used for the charging of travel expenses. The proper account should be used for travel-related expenses, based on the descriptions below:

533.12 JOB-REQUIRED TRAVEL – Reimbursement will be made for travel expenses as a result of performing mandatory, job-required duties. Mileage will be paid for the use of personal vehicles for business trips inside the County when such trips are a normal part of getting the job done.

Examples: - Viewing property – Assessor’s Office
- Inspecting county roads – Highway Department
- Delivering reports, etc. – Coroner

Reimbursement may be made for trips outside the County which are required by the individual’s job. This can include mileage, public transportation, meals, hotel, registration and other expenses as allowed by the travel policy.

Examples: - Transporting prisoners – Correctional Center
- Meeting with IDOT officials in Paris, IL – Highway
- Attendance at UCCI Meetings – County Board

533.95 CONFERENCE & SCHOOLING – Reimbursement may be made for travel expenses related to attending a conference, seminar, or workshop which employees have the option to attend. This can include mileage, public transportation, meals, hotel, registration and other expenses as allowed by the travel policy.

Examples: – National Association of County Officials Annual Conference
- American Payroll Association Annual IRS Up-Date

RESUME OF MINUTES OF A REGULAR MEETING OF THE
COUNTY BOARD, CHAMPAIGN COUNTY, ILLINOIS
September 20, 2018

The County Board of Champaign County, Illinois met at a Regular Meeting, Thursday, September 20, 2018, at 6:31 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois with C. Pius Weibel presiding and Sasha Green as Clerk of the Meeting.

ROLL CALL

Roll call showed the following members present: Mitchell, Patterson, Petrie, Quisenberry, Rector, Rosales, Summers, Anderson, Clemmons, Clifford, Cowart, Douglas, Eisenmann, Esry, Fortado, Goss, Harper, McGuire and Weibel – 19; absent: Stohr, Tinsley and Vachaspati – 3. Thereupon, the Chair declared a quorum present and the Board competent to conduct business.

PRAYER & PLEDGE OF ALLEGIANCE

Board Chair Weibel read a prayer. The Pledge of Allegiance to the Flag was recited.

READ NOTICE OF MEETING

The Clerk read the Notice of the Meeting, said Notice having been published in *The News Gazette* on August 30, September 6 and 13, 2018.

APPROVAL OF AGENDA/ADDENDA

Board Member Rosales offered the motion to approve the Agenda/Addenda; seconded by Board Member Summers. Approved by voice vote.

DATE/TIME OF NEXT MEETINGS

Standing Committees

The next County Facilities Committee Meeting will be held on Tuesday, October 2, 2018 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center; the next Environment and Land Use Committee Meeting will be held on Thursday, October 4, 2018 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center; the next Highway and Transportation Committee Meeting will be held on Friday, October 5, 2018 at 9:00 A.M. in the Fleet Maintenance Facility.

Committee of the Whole

The next Committee of the Whole for Finance; Justice & Social Services; Policy, Personnel, & Appointments will be held Tuesday, October 9, 2018 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

County Board

A Public Hearing regarding the proposed FY2019 Budget will be held on Tuesday, October 9, 2018 at 6:00 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

A Truth in Taxation Hearing will be held on Thursday, October 18, 2018 at 6:00 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

The next Regular meeting of the Champaign County Board will be held on Thursday, October 18, 2018 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

PUBLIC PARTICIPATION

Chair Weibel reminded everyone that public participation is limited to five minutes per participant.

Mark Thompson spoke regarding an accident and the Champaign Urbana Mass Transit District. Rev. Dr. Evelyn Underwood spoke regarding the assessment process in Champaign County. Etha Reid spoke regarding the assessment process in Champaign County.

CONSIDERATION OF CONSENT AGENDA ITEMS BY OMNIBUS VOTE

Highway & Transportation

Adoption of **Resolution No. 2018-270** Approving Appropriation of Funds from the County Bridge Fund Pursuant to 605 ILCS 5/5-501.

Adoption of **Resolution No. 2018-321** Approving Appropriation of Funds from the County Bridge Fund Pursuant to 605 ILCS 5/5-501.

Adoption of **Resolution No. 2018-322** Appropriating \$1,050,000.00 from County Bridge Funds for the Replacement of Structure 010-0119 on county Highway 18 Section 18-00060- 00-BR.

Adoption of **Resolution No. 2018-323** Appropriating \$400,000.00 from county Bridge Funds for the Replacement of Structure 010-0122 on County Highway 17 Section 18-00061-00-BR.

Adoption of **Resolution No. 2018-324** Appropriating \$800,000.00 from County Bridge Funds for the Replacement of Structure 010-0080 on county Highway 15 Section 18-00062-00-BR.

Finance

Adoption of **Resolution No. 2018-329** Authorizing Execution of Deed of Conveyance of the County's Interest of Appropriate Certificate of Purchase on Real Estate, Permanent Parcel 24-28-09-458-019.

Adoption of **Resolution No. 2018-330** Authorizing the County Board Chair to Assign Mobile Home Tax Sale Certificate of Purchase, Permanent Parcel 14-023-0072.

Adoption of **Resolution No. 2018-331** Approving Employee Health Insurance & Related Benefits Plans for FY2019.

Adoption of **Resolution No. 2018-332** Approving the Franchise Agreement Between Comcast and Champaign County.

Adoption of **Resolution No. 2018-333** Approving an Agreement with Chapman & Cutler LLP to Provide Special Counsel Services for Bond Defeasance.

Adoption of **Resolution No. 2018-334** Approving an Agreement with Raymond James, Inc. to Provide Financial and Municipal Advisor Services for Bond Defeasance.

Adoption of **Resolution No. 2018-335** Forgiving a Loan From the Champaign County General Corporate Fund to the Nursing Home Fund Authorized by Resolution No. 9732 & Loan Renewal Resolution No. 10032.

Adoption of **Resolution No. 2018-336** Authorizing Budget Amendment 18-00052:

Fund 080 General Corporate / Dept. 075 General County

Increased Appropriations: \$226,802

Increased Revenue: None

Reason: to Recognize Bad Debt Pursuant to a Resolution Forgiving a Loan to the Champaign County Nursing Home Granted for an Emergency Boiler System Replacement in 2016 by Resolution No. 9732, Renewed in 2017 by Resolution No. 10032.

Adoption of **Resolution No. 2018-337** Authorizing Budget Amendment 18-00053:

Fund 632 Circuit Clerk Electronic Citations / Dept. 030 Circuit Clerk

Increased Appropriations: \$50,000

Increased Revenue: None

Reason: to Cover Cost of Integration for Champaign County Sheriff's Office to Use New ECitation Program and Additional Funds in Anticipation of Additional Agencies Signing Up.

Adoption of **Resolution No. 2018-338** Authorizing Budget Amendment 18-00054:

Fund 621 State's Attorney Drug Forfeitures / Dept. 041 State's Attorney

Increased Appropriations: \$10,000

Increased Revenue: None

Reason: for Educational and Training Expenses.

Policy, Personnel, & Appointments

Adoption of **Resolution No. 2018-339** Amending the 2018 County Board Calendar of Meetings.

Board Member Esry offered the motion to approve the Consent Agenda; seconded by Board Member Anderson. Board Chair Weibel asked the Clerk to call the roll.

Consent Agenda approved by roll call vote.

Yeas: Mitchell, Patterson, Petrie, Quisenberry, Rector, Rosales, Summers, Anderson, Clemmons, Clifford, Cowart, Douglas, Eisenmann, Esry, Fortado, Goss, Harper, McGuire and Weibel – 19;

Nays: None.

COMMUNICATIONS

Board Member Esry announced a news release had been distributed regarding the October residential electronics collection event. Board Member Rosales introduced Jessica Nicolson, a student from the Department of Governmental Affairs, she will be observing the Board. Board Member Quisenberry reminded Board Member to use their microphones.

APPROVAL OF MINUTES

Board Member Mitchell offered a motion to approve the minutes of the Regular County Board Meeting for August 23, 2018; seconded by Board Member Rosales. Approved by voice vote.

STANDING COMMITTEES

County Facilities

There were no items for Board action.

Highway and Transportation

There were no items for Board action.

AREAS OF RESPONSIBILITY

Finance

Board Member Fortado, Deputy Chair, recommended adoption of **Resolution No. 2018-325** Authorizing Payment of Claims; seconded by Board Member Patterson. Adopted by voice vote.

Board Member Fortado recommended adoption of **Resolution No. 2018-326** Authorizing Purchases Not Following Purchasing; seconded by Board Member Cowart. Discussion followed. Adopted by voice vote.

Policy, Personnel, & Appointments

Board Member Rosales, Deputy Chair, recommended adoption of **Resolution No. 2018-327** approving an Agreement between CUPHD, the County of Champaign, and the Champaign County Health Department for Provision of Public Health Services by CUPHD to the County Health Department; seconded by Board Member Petrie. A roll call was requested. Discussion followed. Board Member Quisenberry offered a motion to change the term of the agreement from 5 year

from 10 years; seconded by Board Member Petrie. Discussion followed. Motion to change term approved by voice vote.

Adopted by roll call vote.

Yeas: Mitchell, Patterson, Petrie, Quisenberry, Rector, Rosales, Summers, Anderson, Clemmons, Clifford, Douglas, Eisenmann, Esry, Fortado, McGuire and Weibel – 16;

Nays: Cowart, Goss and Harper - 3.

NEW BUSINESS

Deputy County Administrator of Finance Tami Ogden spoke regarding the levy and rate projection for FY2019, and answered Board Member questions.

Board Member Rosales recommended adoption of **Resolution No. 2018-328** Amending the 2018 County Board Calendar of Meetings; seconded by Board Member Rector. Adopted by voice vote.

County Administrator Busey spoke regarding the Nursing Home cash flow report which had been distributed, and answered Board Member questions.

Board Member Fortado recommended adoption of **Resolution No. 2018-340** Authorizing An Acceptance Agreement Between the County of Champaign & the Illinois Emergency Management Agency for An Emergency Management Assistance Grant; seconded by Board Member Patterson. Adopted by voice vote.

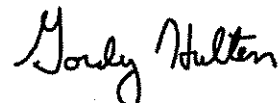
OTHER BUSINESS

Board Member Goss recommended the minutes of the Semi-Annual Review of Closed Session Minutes remain closed per State's Attorney suggestion; seconded by Board Member Quisenberry.

Board Member Mitchell spoke regarding the Board of Review and the appeal process.

ADJOURN

Board Chair Weibel adjourned the Meeting at 7:13 P.M.



Gordy Hulten, Champaign County Clerk
and ex-Officio Clerk of the Champaign County Board
Champaign County, Illinois

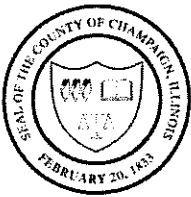


**CHAMPAIGN COUNTY BOARD
FACILITIES COMMITTEE
Summary of Action Taken at the October 2, 2018 Meeting**

MEMBERS PRESENT: Jack Anderson, Jon Rector, Giraldo Rosales, Pranjali Vachaspati
MEMBERS ABSENT: Stan Harper, Tracy Douglas, James Tinsley

<u>Agenda Item</u>	<u>Action Taken</u>
I. Call to Order	6:34 pm
II. Roll Call	4 committee members present
III. Approval of Agenda	Approved
IV. Approval of Minutes – August 7, 2018 and September 4, 2018	Approved
V. Public Participation	None
VI. Communications	None
VII. Items to be Approved by Facilities and recommended to County Board	Failed-Committee agrees to revisit this issue at next meeting.
A. Proposed FY2019 Champaign County Courthouse Parking Rates.	
VIII. Items to be Approved by Facilities	
A. Proposed Purchase of New Courthouse Pay Station	Approved purchase of new Courthouse Pay Station
B. Proposed Changes to 10-Year Capital Plan for FY2019 and FY2020 Capital Expenditures	Approved changes to FY2019 and FY2020 Capital Expenditures
IX. Facilities Director's Report	Information Only
X. Chair's Report	Future Meeting-Monday November 5, 2018
XI. Other Business	None
XII. Designation of Items to be Placed in the Consent Agenda	None
XIII. Adjournment	7:26 p.m.

****Denotes Inclusion on the Consent Agenda***



CHAMPAIGN COUNTY BOARD
ENVIRONMENT AND LAND USE COMMITTEE
Summary of Action Taken at the October 4, 2018 Meeting

MEMBERS PRESENT: Jodi Eisenmann, Aaron Esry, Jim Goss, Kyle Patterson, Patti Petrie, James Quisenberry

MEMBERS ABSENT: Stephanie Fortado

<u>Agenda Item</u>	<u>Action Taken</u>
I. Call to Order	6:31 p.m.
II. Roll Call	6 committee members present
III. Approval of Agenda	Approved
IV. Approval of Minutes – August 9, 2018	Approved as distributed
V. Public Participation	Christopher Soppet, Michael Borkowski
VI. Communications	None
VII. For Information Only	
A. Residential Electronics Collection	None
B. Mahomet Aquifer Protection Task Force Update	None
C. Update on State Permitting of Dynegey Coal Ash Pits Along Middle Fork River	None
VIII. Items to be Approved by ELUC	
A. Annual Hotel/Motel License for Urbana Motel, Inc. at 1906 North Cunningham Avenue, Urbana, for September 13, 2018 through December 31, 2018	Approved
B. Use Enforcement Fines to Help Offset the Cost of Adopting a Building Code	Approval for Mr. Hall to proceed with research and provide a proposed “level of service” for building code enforcement and a cost estimate to better understand both start-up and long-term costs
IX. Items to be Recommended to the County Board	
A. Case 894-S-17. A request by Community Power Group LLC, via agent Michael Borkowski, Owner of Community Power Group, and participating landowners Erin and Chris Soppet to authorize a Community PV Solar Farm Special Use Permit	RECOMMEND County Board approval for Zoning Case 894-S-17
B. Case 897-S-18. A request by Community Power Group LLC, via agent Michael Borkowski, Owner of Community Power Group, and participating landowners Thomas and Debra Sutter to authorize a Community PV Solar Farm Special Use Permit	RECOMMEND County Board approval for Zoning Case 897-S-18
X. Other Business	None
XI. Chair’s Report	None
XII. Designation of Items to be placed on the Consent Agenda	None
XIII. Adjournment	7:57 p.m.

**Denotes Inclusion on the Consent Agenda*

RESOLUTION NO. 2018-355

**RESOLUTION GRANTING A SPECIAL USE PERMIT
ZONING CASE 894-S-17
ST. JOSEPH SOLAR 1 COMMUNITY PV SOLAR FARM**

WHEREAS, the Champaign County Zoning Board of Appeals held a public hearing, made a formal recommendation for approval, and forwarded to this Board Case Number 894-S-17;

WHEREAS, the Champaign County Board finds that the Zoning Board of Appeals followed proper procedures and its Finding of Fact is supported by the manifest weight of evidence cited in the Summary of Evidence; and

WHEREAS, the Finding of Fact forwarded by the Zoning Board of Appeals demonstrates compliance of the petition in Zoning Case 894-S-17 with the criteria contained in Section 9.1.11 B. of the *Champaign County Zoning Ordinance*.

NOW, THEREFORE BE IT RESOLVED, by the Champaign County Board, Champaign County, Illinois, as follows:

1. That the Summary of Evidence, Documents of Record, Finding of Fact, and Final Determination forwarded by the Champaign County Zoning Board of Appeals in Zoning Case 894-S-17 are hereby endorsed and adopted, and incorporated herein by reference.
2. That a Special Use Permit is hereby granted to Community Power Group LLC and the participating landowners, Erin and Chris Soppet, for a PV Solar Farm with a total nameplate capacity of 2 megawatts (MW), including access roads and wiring, and including specific waivers of standard conditions and special conditions of approval as listed in this Resolution, on the real estate described in the attached legal description of the participating land by Township and Section.
3. That the granting of the Special Use Permit in Case 894-S-17 include the following waivers of standard conditions:
 - Part A: A waiver for a distance of 465 feet in lieu of one-half mile (2,640 feet) between a municipal boundary and a PV SOLAR FARM, per Section 6.1.5 B.(2) of the Zoning Ordinance.
 - Part B: A waiver for not providing a Decommissioning and Site Reclamation Plan that includes cost estimates prepared by an Illinois Licensed Professional Engineer prior to consideration of the Special Use Permit by the Board, per Section 6.1.1 A.3.
 - Part C: A waiver for not entering into a Roadway Upgrade and Maintenance Agreement or

waiver therefrom with the relevant local highway authority prior to consideration of the Special Use Permit by the Board, per Section 6.1.5 G.

4. That the granting of the Special Use Permit in Case 894-S-17 include the following special conditions of approval:
- A. The approved site plan consists of the following documents:
 - Sheet T1.1: Permit Set Cover received August 13, 2018
 - Sheet L1.1: Site Layout received September 18, 2018
 - Sheet L2.1: Tracker System Detail received August 13, 2018
 - Sheet L2.3: Fence-Gate Detail received January 25, 2018
 - Sheet L2.3: Agricultural Fence Detail received August 13, 2018
 - Sheet E1.1: Single Line Diagram received January 25, 2018
 - Sheet E2.1: DC & AC Conductor Schedule received January 25, 2018
 - Sheet E4.1: Grounding Details received January 25, 2018
 - Sheet E9.1: Equipment Specification Sheets received August 13, 2018
 - B. The Zoning Administrator shall not authorize a Zoning Use Permit Application or issue a Zoning Compliance Certificate on the subject property until the lighting specifications in Paragraph 6.1.2.A. of the Zoning Ordinance have been met.
 - C. The Zoning Administrator shall not issue a Zoning Compliance Certificate for the proposed PV SOLAR FARM until the petitioner has demonstrated that the proposed Special Use complies with the Illinois Accessibility Code, if necessary.
 - D. The Zoning Administrator shall not authorize a Zoning Use Permit until the petitioner submits a copy of an executed Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture per the requirements established in Paragraph 6.1.5 R. of the Zoning Ordinance.
 - E. A signed Decommissioning and Site Reclamation Plan that has been approved by ELUC is required at the time of application for a Zoning Use Permit that complies with Section 6.1.1 A. and Section 6.1.5 Q. of the Zoning Ordinance, including a decommissioning cost estimate prepared by an Illinois Professional Engineer.
 - F. A Roadway Upgrade and Maintenance Agreement signed by the Highway Commissioner and approved by the Environment and Land Use Committee shall be submitted at the time of application for a Zoning Use Permit.
 - G. The following submittals are required prior to the approval of any Zoning Use Permit for a PV SOLAR FARM:
 1. Documentation of the solar module's unlimited 10-year warranty and the 25-year limited power warranty.
 2. Certification by an Illinois Professional Engineer that any relocation of drainage district tile conforms to the Champaign County Storm Water Management and Erosion Control Ordinance.

3. An irrevocable letter of credit to be drawn upon a federally insured financial institution with a minimum acceptable long term corporate debt (credit) rating of the proposed financial institution shall be a rating of "A" by S&P or a rating of "A2" by Moody's within 200 miles of Urbana or reasonable anticipated travel costs shall be added to the amount of the letter of credit.
 4. A permanent soil erosion and sedimentation plan for the PV SOLAR FARM including any access road that conforms to the relevant Natural Resources Conservation Service guidelines and that is prepared by an Illinois Licensed Professional Engineer.
 5. Documentation regarding the seed to be used for the pollinator planting, per 6.1.5 F.(9).
 6. A Transportation Impact Analysis provided by the applicant that is mutually acceptable to the Applicant and the County Engineer and State's Attorney; or Township Highway Commissioner; or municipality where relevant, as required by 6.1.5 G. 2.
 7. The telephone number for the complaint hotline required by 6.1.5 S.
 8. Any updates to the approved Site Plan from Case 894-S-17 per the Site Plan requirements provided in Section 6.1.5 U.1.c.
- H. A Zoning Compliance Certificate shall be required for the PV SOLAR FARM prior to going into commercial production of energy. Approval of a Zoning Compliance Certificate shall require the following:
1. An as-built site plan of the PV SOLAR FARM including structures, property lines (including identification of adjoining properties), as-built separations, public access road and turnout locations, substation(s), electrical cabling from the PV SOLAR FARM to the substations(s), and layout of all structures within the geographical boundaries of any applicable setback.
 2. As-built documentation of all permanent soil erosion and sedimentation improvements for all PV SOLAR FARM including any access road prepared by an Illinois Licensed Professional Engineer.
 3. An executed interconnection agreement with the appropriate electric utility as required by Section 6.1.5 B.(3)b.
- I. The Applicant or Owner or Operator of the PV SOLAR FARM shall comply with the following specific requirements that apply even after the PV SOLAR FARM goes into commercial operation:
1. Maintain the pollinator plantings in perpetuity.
 2. Cooperate with local Fire Protection District to develop the District's emergency response plan as required by 6.1.5 H.(2).

3. Cooperate fully with Champaign County and in resolving any noise complaints including reimbursing Champaign County any costs for the services of a qualified noise consultant pursuant to any proven violation of the I.P.C.B. noise regulations as required by 6.1.5 I.(4).
4. Maintain a current general liability policy as required by 6.1.5 O.
5. Submit annual summary of operation and maintenance reports to the Environment and Land Use Committee as required by 6.1.5 P.(1)a.
6. Maintain compliance with the approved Decommissioning and Site Reclamation Plan including financial assurances.
7. Submit to the Zoning Administrator copies of all complaints to the telephone hotline on a monthly basis and take all necessary actions to resolve all legitimate complaints as required by 6.1.5 S.

PRESENTED, PASSED, APPROVED AND RECORDED this 18th day of October, A.D. 2018.

SIGNED:

ATTEST:

C. Pius Weibel, Chair
Champaign County Board

Gordy Hulten, County Clerk &
ex officio Clerk of the County Board

Exhibit A

Commencing at the Northeast corner of the Northeast Quarter of Section 12, Township 19 North, Range 10 East of the Third Principal Meridian, Champaign County, Illinois; thence South 90°00'00" West, 1489.13 feet along the North line of the Northeast Quarter of Section 12 for a true place of beginning; thence South 00°31'39" East, 2369.86 feet to the North line of the property deeded for S. J. Grove's and Sons Company as recorded in Record Book 595 on Page 587 in the Office of the Champaign County Recorder; thence North 89°48'29" West, 1089.82 feet along said North line to the East line of property deeded to S. J. Grove's and Sons Company; thence North 01°24'41" West, 380.88 feet along the East line; thence South 88°35'19" West, 30.00 feet to the Easterly line of property dedicated to the State of Illinois for Public Highway purposes as described in Record Book 680 on Page 460 in the Office of the Champaign County Recorder; thence North 01°24'41" West, 410.81 feet along said Easterly line; thence North 13°08'42" West, 205.11 feet along said Easterly line; thence South 89°42'00" West, 31.98 feet to the West line of the Northeast Quarter of said Section 12; thence North 00°28'29" West, 1375.18 feet to the Northwest corner of the Northeast Quarter of Section 12; thence North 90°00'00" East, 294.48 feet along the North line of the Northeast Quarter of said Section 12; thence South 0°00'00" West, 380.00 feet; thence North 90°00'00" East, 245 feet; thence North 00°00'00" East, 380.00 feet to the North line of the Northeast Quarter of said Section 12; thence North 90°00'00" East, 647.22 feet along the North line of the Northeast Quarter of said Section 12, to the place of beginning, situated in Champaign County, Illinois, EXCEPT Glover Substation Site Subdivision recorded May 25, 1994 in Book "CC" at Page 4, situated in Champaign County, Illinois.

PIN: 28-22-12-200-006

RESOLUTION NO. 2018-356

**RESOLUTION GRANTING A SPECIAL USE PERMIT
ZONING CASE 897-S-18
CHAMPAIGN SOLAR 1 COMMUNITY PV SOLAR FARM**

WHEREAS, the Champaign County Zoning Board of Appeals held a public hearing, made a formal recommendation for approval, and forwarded to this Board Case Number 897-S-18;

WHEREAS, the Champaign County Board finds that the Zoning Board of Appeals followed proper procedures and its Finding of Fact is supported by the manifest weight of evidence cited in the Summary of Evidence; and

WHEREAS, the Finding of Fact forwarded by the Zoning Board of Appeals demonstrates compliance of the petition in Zoning Case 897-S-18 with the criteria contained in Section 9.1.11 B. of the *Champaign County Zoning Ordinance*.

NOW, THEREFORE BE IT RESOLVED, by the Champaign County Board, Champaign County, Illinois, as follows:

1. That the Summary of Evidence, Documents of Record, Finding of Fact, and Final Determination forwarded by the Champaign County Zoning Board of Appeals in Zoning Case 897-S-18 are hereby endorsed and adopted, and incorporated herein by reference.
2. That a Special Use Permit is hereby granted to Community Power Group LLC and the participating landowners, Thomas and Debra Sutter, for a PV Solar Farm with a total nameplate capacity of 2 megawatts (MW), including access roads and wiring, and including specific waivers of standard conditions and special conditions of approval as listed in this Resolution, on the real estate described in the attached legal description of the participating land by Township and Section.
3. That the granting of the Special Use Permit in Case 897-S-18 include the following waivers of standard conditions:
 - Part A: A waiver for not providing a Decommissioning and Site Reclamation Plan that includes cost estimates prepared by an Illinois Licensed Professional Engineer prior to consideration of the Special Use Permit by the Board, per Section 6.1.1 A.3.
 - Part B: A waiver for not entering into a Roadway Upgrade and Maintenance Agreement or waiver therefrom with the relevant local highway authority prior to consideration of the Special Use Permit by the Board, per Section 6.1.5 G.
4. That the granting of the Special Use Permit in Case 897-S-18 include the following special

conditions of approval:

- A. The approved site plan consists of the following documents:
- Sheet T1.1: Permit Set Cover received August 13, 2018
 - Sheet L1.1: Site Layout received September 18, 2018
 - Sheet L2.1: Tracker System Detail received August 13, 2018
 - Sheet L2.3: Fence-Gate Detail received January 25, 2018
 - Sheet L2.3: Agricultural Fence Detail received August 13, 2018
 - Sheet E1.1: Single Line Diagram received January 25, 2018
 - Sheet E2.1: DC & AC Conductor Schedule received January 25, 2018
 - Sheet E4.1: Grounding Details received January 25, 2018
 - Sheet E9.1: Equipment Specification Sheets received August 13, 2018
- B. The Zoning Administrator shall not authorize a Zoning Use Permit Application or issue a Zoning Compliance Certificate on the subject property until the lighting specifications in Paragraph 6.1.2.A. of the Zoning Ordinance have been met.
- C. The Zoning Administrator shall not issue a Zoning Compliance Certificate for the proposed PV SOLAR FARM until the petitioner has demonstrated that the proposed Special Use complies with the Illinois Accessibility Code, if necessary.
- D. The Zoning Administrator shall not authorize a Zoning Use Permit until the petitioner submits a copy of an executed Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture per the requirements established in Paragraph 6.1.5 R. of the Zoning Ordinance.
- E. A signed Decommissioning and Site Reclamation Plan that has been approved by ELUC is required at the time of application for a Zoning Use Permit that complies with Section 6.1.1 A. and Section 6.1.5 Q. of the Zoning Ordinance, including a decommissioning cost estimate prepared by an Illinois Professional Engineer.
- F. A Roadway Upgrade and Maintenance Agreement signed by the Highway Commissioner and approved by the Environment and Land Use Committee shall be submitted at the time of application for a Zoning Use Permit.
- G. The following submittals are required prior to the approval of any Zoning Use Permit for a PV SOLAR FARM:
1. Documentation of the solar module's unlimited 10-year warranty and the 25-year limited power warranty.
 2. Certification by an Illinois Professional Engineer that any relocation of drainage district tile conforms to the Champaign County Storm Water Management and Erosion Control Ordinance.
 3. An irrevocable letter of credit to be drawn upon a federally insured financial institution with a minimum acceptable long term corporate debt (credit) rating of the proposed financial institution shall be a rating of "A" by S&P or a rating of "A2" by Moody's within 200 miles of Urbana or reasonable anticipated travel

costs shall be added to the amount of the letter of credit.

4. A permanent soil erosion and sedimentation plan for the PV SOLAR FARM including any access road that conforms to the relevant Natural Resources Conservation Service guidelines and that is prepared by an Illinois Licensed Professional Engineer.
 5. Documentation regarding the seed to be used for the pollinator planting, per 6.1.5 F.(9).
 6. A Transportation Impact Analysis provided by the applicant that is mutually acceptable to the Applicant and the County Engineer and State's Attorney; or Township Highway Commissioner; or municipality where relevant, as required by 6.1.5 G. 2.
 7. The telephone number for the complaint hotline required by 6.1.5 S.
 8. Any updates to the approved Site Plan from Case 897-S-18 per the Site Plan requirements provided in Section 6.1.5 U.1.c.
- H. A Zoning Compliance Certificate shall be required for the PV SOLAR FARM prior to going into commercial production of energy. Approval of a Zoning Compliance Certificate shall require the following:
1. An as-built site plan of the PV SOLAR FARM including structures, property lines (including identification of adjoining properties), as-built separations, public access road and turnout locations, substation(s), electrical cabling from the PV SOLAR FARM to the substations(s), and layout of all structures within the geographical boundaries of any applicable setback.
 2. As-built documentation of all permanent soil erosion and sedimentation improvements for all PV SOLAR FARM including any access road prepared by an Illinois Licensed Professional Engineer.
 3. An executed interconnection agreement with the appropriate electric utility as required by Section 6.1.5 B.(3)b.
- I. The Applicant or Owner or Operator of the PV SOLAR FARM shall comply with the following specific requirements that apply even after the PV SOLAR FARM goes into commercial operation:
1. Maintain the pollinator plantings and required visual screening in perpetuity.
 2. Cooperate with local Fire Protection District to develop the District's emergency response plan as required by 6.1.5 H.(2).
 3. Cooperate fully with Champaign County and in resolving any noise complaints including reimbursing Champaign County any costs for the services of a qualified noise consultant pursuant to any proven violation of the I.P.C.B. noise

regulations as required by 6.1.5 I.(4).

- 4. Maintain a current general liability policy as required by 6.1.5 O.
- 5. Submit annual summary of operation and maintenance reports to the Environment and Land Use Committee as required by 6.1.5 P.(1)a.
- 6. Maintain compliance with the approved Decommissioning and Site Reclamation Plan including financial assurances.
- 7. Submit to the Zoning Administrator copies of all complaints to the telephone hotline on a monthly basis and take all necessary actions to resolve all legitimate complaints as required by 6.1.5 S.

J. The Applicant or Owner or Operator of the PV SOLAR FARM shall plant and maintain in perpetuity a visual screen on the north and west sides of the PV SOLAR FARM per Section 6.1.5 M. of the Zoning Ordinance.

PRESENTED, PASSED, APPROVED AND RECORDED this 18th day of October, A.D. 2018.

SIGNED:

ATTEST:

C. Pius Weibel, Chair
Champaign County Board

Gordy Hulten, County Clerk &
ex officio Clerk of the County Board

EXHIBIT A – LEGAL DESCRIPTION

The West $\frac{1}{2}$ of the North $\frac{1}{2}$ of the Northwest $\frac{1}{4}$ of Section 20, Township 22 North, Range 9 East of the Third Principal Meridian,

EXCEPT the North 125.5 feet of the West 127.6 feet thereof,

AND EXCEPT, Beginning at the Northeast Corner of the Northwest Quarter of the Northwest Quarter of Section 20, Township 22 North of the Base Line, Range 9 East of the Third Principal Meridian; thence South a distance of 490.0 feet on the East line of said Northwest Quarter of the Northwest Quarter; thence West 255.0 feet parallel with the North line of said Quarter Section; thence North 490.0 feet parallel with said East line; and thence East 255.0 feet on said North line to the Point of Beginning; all situated in Champaign County, Illinois.

PIN: 14-03-20-100-009 and 14-03-20-100-006

COMMITTEE OF THE WHOLE
Finance/ Policy, Personnel, & Appointments/Justice & Social Services
 County of Champaign, Urbana, Illinois
 Summary of Action Taken Tuesday, October 9, 2018

<u>Agenda Items</u>	<u>Action</u>
I. <u>Call To Order</u>	6:30 p.m.
II. <u>Roll Call</u>	17 members present
III. <u>Approval of Agenda/Addenda</u>	Item IX-E-5 was removed from the agenda-agenda approved as amended
IV. <u>Approval of Minutes</u>	All minutes approved
A. Legislative Budget Hearing-August 27, 2018	
B. Legislative Budget Hearing-August 28, 2018	
C. Committee of the Whole-September 11, 2018	
V. <u>Public Participation</u>	None
VI. <u>Communications</u>	
VII. <u>Justice & Social Services</u>	
A. Monthly Reports	All reports received and placed on file
1. Animal Control – August 2018	
2. Emergency Management Agency – August 2018	
3. Head Start – August 2018	
4. Public Defender – August 2018	
5. Probation & Court Services – August 2018	
6. Veterans’ Assistance Commission – August 2018	
B. Court Services/Probation	
1. FY2019 Annual Probation Plan	Information only
C. Sheriff	
1. Request Approval of An Intergovernmental Agreement with the City of Champaign, the City of Urbana, & Champaign County for the Edward Byrne Memorial Justice Assistance Grant (JAG) Program	<i>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing an Intergovernmental Agreement Between the City of Champaign & Champaign County for JAG Program</i>
D. Other Business	
E. Chair’s Report	
F. Designation of Items to be Placed on the Consent Agenda	C1
VIII. <u>Policy, Personnel, & Appointments</u>	
A. Appointments/Reappointments	
1. Rural Transit Advisory Group – 1 Unexpired Term Ending 12/31/2019 Applicant:	
• Kyle Shartzter	RECOMMEND COUNTY BOARD APPROVAL of a Resolution Appointing Kyle Shartzter to the Rural Transit Advisory Group for an unexpired term ending 12/31/2019

Committee of the Whole
Finance; Policy, Personnel, & Appointments; Justice & Social Services
Summary of Action Taken October 9, 2018
Page 4

Closing of the Sale of the Nursing
Home.

- | | |
|--|--|
| F. Other Business | None |
| G. Chair's Report | Fortado thanked County Board members for input on budget |
| H. Designation of Items to be Placed on the Consent Agenda | A1-2, B3, D1-2, E2-4 |
| X. Other Business | None |
| XI. Adjournment | 8:17 p.m. |

All meetings are at Brookens Administrative Center – 1776 E Washington Street in Urbana – unless otherwise noted. To enter Brookens after 4:30 p.m., enter at the north (rear) entrance located off Lierman Avenue. Champaign County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities.

Please contact Administrative Services, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.

RESOLUTION NO. 2018-341

PAYMENT OF CLAIMS AUTHORIZATION

October, 2018

FY 2018

WHEREAS, The County Auditor has examined the Expenditure Approval List of Claims against the County of Champaign totaling \$6,612,185.43 including warrants 581048 through 582056 and

WHEREAS, The claims included on the list were paid in accordance with Resolution No. 1743; and

WHEREAS, Claims against the Mental Health Fund do not require County Board approval and are presented for information only; and

WHEREAS, The County Auditor has recommended the payment of all claims on the Expenditure Approval List; and

WHEREAS, The County Board finds all claims on the Expenditure Approval List to be due and payable;

NOW, THEREFORE, BE IT RESOLVED by the Champaign County Board that payment of the claims totaling \$6,612,185.43 including warrants 581048 through 582056 is approved.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of October, A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 2018-342

PURCHASES NOT FOLLOWING PURCHASING POLICY

October 2018

FY2018

WHEREAS, Purchases by Champaign County offices and departments sometimes occur that are not in compliance with the Champaign County Purchasing Policy; and

WHEREAS, The Champaign County Auditor must present those purchases to the Champaign County Board for approval of payment;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the purchases not following purchasing policy as presented by the Champaign County Auditor on October 18, 2018 are hereby approved for payment.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of October A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

FOR COUNTY BOARD APPROVAL
10/18/18

PURCHASES NOT FOLLOWING THE PURCHASING POLICY, AND EMERGENCY PURCHASES

DEPARTMENT	APPROPRIATION #	VR#/PO#	VR/PO DATE	DESCRIPTION	VENDOR	AMOUNT
NO PURCHASE ORDER ISSUED						
County Highway	083-060-533.48	VR#083-579	09/18/2018	Traffic signs/solar signs 9/13	Hall Signs	\$ <u>6,063.24</u>
TOTAL						6,063.24
FY2017 PAYMENTS MADE IN FY2018						
** Circuit Court	080-031-533.07	VR#031-309	09/13/2018	Interpreting 7/5/16-11/14/17	David Lin	\$ 3,000.00
** Circuit Court	080-031-533.03	VR#031-311	09/20/2018	Attorney Services 6/13/16-12/3/17	John B Hensley	\$ <u>1,912.50</u>
TOTAL						4,912.50
** Nursing Home	081-various	VR#044-367	03/12/2018	Therapy srv & fin chrgs Mar'17	CCT-NH Advance -Healthpro	\$ 27,636.64
** Nursing Home	081-var-533.07	VR#044-370	03/12/2018	Therapy service credit Mar'17	CCT-NH Advance -Healthpro	\$ (28.80)
** Nursing Home	081-430-533.06	VR#044-426	03/12/2018	Medical service July 2017	Christie Clinic	\$ 1,800.00
** Nursing Home	081-430-533.07	VR#044-428	03/12/2018	MDS contract Jul'17	Tobin & Associates	\$ 600.00
** Nursing Home	081-410-534.37	VR#044-627	03/12/2018	Finance charge Oct'17	Mckesson Medical Surgical	\$ 546.21
** Nursing Home	081-410-534.37	VR#044-1177	05/11/2018	Finance charge 11/16-12/13/17	Medline Industries	\$ <u>277.38</u>
TOTAL						30,831.43
** Foreclosure Mediation	093-031-533.03	VR#093-008	09/13/2018	Mediation service 4/11-11/14/17	Alyx Parker	\$ <u>600.00</u>
TOTAL						600.00

***According to Illinois Attorney General and Champaign County State's Attorney,
the Purchasing Policy does not apply to the office of elected officials***

** Paid-For information only

RESOLUTION NO. 2018-343

RESOLUTION APPOINTING KYLE SHARTZER TO THE
CHAMPAIGN COUNTY RURAL TRANSIT ADVISORY GROUP

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Kyle Shartzter to the Champaign County Rural Transit Advisory Group; and

WHEREAS, Such appointment requires the advice and consent of the County Board;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Kyle Shartzter to the Champaign County Rural Transit Advisory Group for an unexpired term ending December 31, 2019; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Kyle Shartzter, 303 W. Green St., Apt. C101, Champaign, IL 61821.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of
October A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board



Memorandum

To: Champaign County Committee of the Whole, Policy, Personnel & Appointments

From: Kristen Gisondi, CCRPC / Champaign County Program Compliance Oversight Monitor (PCOM)

Date: August 30, 2018

Re: Recommendation to Appoint Kyle Shartzter to the Rural Transit Advisory Group (RTAG)

Background: The Champaign County Rural Transit Advisory Group (RTAG), a subcommittee of the County Board, is responsible for oversight of the Champaign County Area Rural Transit System (C-CARTS). In addition to one member being a County Board liaison, the RTAG strives to have at least one member representing each of the following areas: older adults, individuals with disabilities, persons with low income, medical, education, and employment. Currently, all of these positions are filled, except the recently vacated education representative and persons with disabilities seat.

Caitlin Hitzeman, CUSR Program Manager, left Champaign Urbana Special Recreation for another opportunity. We received notification of her vacancy on June 22nd. Her most recent term spanned from 01/1/2018 to 12/31/2019. Mr. Shartzter would serve the remainder of Hitzeman's term as persons with disabilities representative, as dictated by the RTAG bylaws.

Kyle Shartzter has worked with Champaign-Urbana Special Recreation for a year now. Mr. Shartzter plans and implements special recreation programming for local participants. Mr. Shartzter knows how CUSR participants transport themselves around the community. Mr. Shartzter recognizes transportation is important for people with disabilities, and his knowledge on current transportation barriers would be meaningful insight for the Rural Transit Advisory Group. This will be his first term serving the Rural Transit Advisory Group.

Staff Recommendation: Approve appointment of Kyle Shartzter to the RTAG for the remainder of Caitlin Hitzeman's term.

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Kyle Shartzter
ADDRESS: 303 W Green Street, APT C101 Champaign IL 61821
EMAIL: kyle.shartzter@champaignparks.com PHONE: 217-416-4692

Check Box to Have Email Address Redacted on Public Documents
Rural Transportation Advisory Group

NAME OF APPOINTMENT BODY OR BOARD:

BEGINNING DATE OF TERM: 8/30/2018 ENDING DATE: 12-31-2019

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, A CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment/ reappointment?

I have been working in Champaign at Champaign-Urbana Special Recreation for over a year now. I plan and implement special recreation programming for our participants. During my time I've come to learn about many of our different participants and how they transport themselves to and from programming. I believe I could provide some valuable insight in that regard.

[Blank lines for answer continuation]

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

I believe the role of a board member is to be an impartial representation of the community. I envision carrying out my responsibilities in that regard. I will take all information and experiences to make sound judgments and best serve the general population.

[Blank lines for answer continuation]

3. What is your knowledge of the appointed body's operations, specifically property holdings and management, staff, taxes, fees?

I do not have much experience in this regard. I am a fast learner and would be ready and willing to dive right in and become experienced.

[Blank lines for answer continuation]

4. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes No If yes, please explain:

5. Would you be available to regularly attend the scheduled meeting of the appointed body?

Yes No If no, please explain:

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.



Signature

8/30/2018

Date

RESOLUTION NO. 2018-344

BUDGET AMENDMENT

October 2018

FY 2018

WHEREAS, The County Board has approved the following amendment to the FY2018 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2018 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2018 budget.

Budget Amendment #18-00059

Fund: 080 General Corporate
Dept. 023 Recorder

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
522.50 Purchase Document Stamps	<u>\$220,000</u>
	Total \$220,000
Increased Revenue:	
322.20 Revenue Stamps	<u>\$330,000</u>
	Total \$330,000

REASON: Increase in Revenue Expenditures Due to Increased Sales of Property

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of October A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

FUND 080 GENERAL CORPORATE

DEPARTMENT 023 RECORDER

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-023-522.50 PURCHASE DOCUMENT STAMPS	933,333	933,333	1,153,333	220,000
TOTALS	933,333	933,333	1,153,333	220,000

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-023-322.20 REVENUE STAMPS	1,400,000	1,400,000	1,730,000	330,000
TOTALS	1,400,000	1,400,000	1,730,000	330,000

EXPLANATION: INCREASE IN REVENUE EXPENDITURES DUE TO INCREASED SALES OF PROPERTY

DATE SUBMITTED: <i>10/9/18</i>	AUTHORIZED SIGNATURE <i>Mark Shelton</i>	** PLEASE SIGN IN BLUE INK **
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APPROVED BY BUDGET & FINANCE COMMITTEE: _____ DATE: _____



BAKER TILLY

Baker Tilly Virchow Krause, LLP
1301 W 22nd St, Ste 400
Oak Brook, IL 60523-3389
United States of America

T: +1 630 990 3131

F: +1 630 990 0039

bakertilly.com

October 2, 2018

To the County Board Chair of Champaign County:

Please accept this letter as a formal request for an extension to file the Champaign County Circuit Clerk's audit report for the year ending December 31, 2017. I am requesting an extension until November 30, 2018.

Thank you for your assistance.

Sincerely,

Jason Coyle, CPA, Partner
Baker Tilly Virchow Krause, LLP