

COUNTY BOARD AGENDA

County of Champaign, Urbana, Illinois
Thursday, February 21, 2019 – 6:30 p.m.

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

REMINDER – COUNTY BOARD PHOTO - 6:00 P.M.

Agenda Items

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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 – Tuesday, March 5, 2019 @ 6:30 p.m.
Lyle Shields Meeting Room
- B. Environment & Land Use Committee Meeting – Thursday, March 7, 2019 @ 6:30 p.m.
Lyle Shields Meeting Room
- C. Highway & Transportation Committee Meeting – Friday, March 8, 2019 @ 9:00 a.m.
County Highway Building Conference Room

Committee of the Whole:

- A. Justice & Social Services; Policy, Personnel, & Appointments; Finance
Tuesday, March 12, 2019 @ 6:30 p.m.
Lyle Shields Meeting Room

County Board:

- A. County Board Study Session – Tuesday, February 26, 2019 @ 6:00 p.m.
- B. Regular Meeting – Thursday, March 21, 2019 @ 6:30 p.m.
Both in the Lyle Shields Meeting Room

VII. Public Participation

VIII. *Consent Agenda

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IX. Communications

X. Approval of Minutes

A. Regular Meeting – January 24, 2019

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A. County Facilities

Summary of Action Taken February 5, 2019

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3. **Adoption of Resolution No. 2019-36 Authorizing Budget Transfer 18-00014 Fund 076 Tort Immunity Tax / Dept. 075 General County Total Amount: \$15,230 Reason: Work Comp Rate Increase January 1, 2019. January Payroll Charged to FY2018 (Pay Period Dates: 12-16 to 12/31/2018)	87-88
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XVI. Adjourn	

*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, February 21, 2019 - 6:30 p.m.

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

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B. County Facilities

1. Adoption of Resolution No. 2019-27 Approving Award of Contract to Bailey Edward Architecture for Professional Services Regarding the JDC Roof Replacement Project 4

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3. **Adoption of Resolution No. 2019-41 Authorizing Budget Amendment 19-00011 Fund 110 Workforce Development / Dept. 849 Workforce Innovation Program Increased Appropriations: \$209,064 Increased Revenue: \$209,064 Reason: Receipt of Federal Pass-through Workforce Innovation and Opportunity Act Funding for an Innovative Pilot and Research Project. Funding will Support the Transition and Implementation of U.S. Department of Labor Directive for the Re-alignment of the Local Workforce Area of Champaign, Piatt, Iroquois, and Ford Counties, to include Douglas County. 41-42
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RESOLUTION NO. 2019-28 OF CHAMPAIGN COUNTY BOARD,
CHAMPAIGN COUNTY, ILLINOIS
AUTHORIZING THE EXECUTION OF A TRANSFER OF
LEGAL REPRESENTATION AGREEMENT AND ENGAGEMENT LETTER
WITH KLEIN, THORPE & JENKINS, LTD.

WHEREAS, Section 5-1018 of the Counties Code, 55 ILCS 5/5-1018, authorizes a county board to contract for the services of "professional personnel for the members of the county board, the committees of the board and the chairman of the board as the board finds necessary or desirable to the conduct of the business of the county" and may "pay for the services of such personnel."

WHEREAS, the Champaign County Board has previously engaged the law firm of Myers, Berry, O'Connor & Churney, Ltd. to provide professional services to the Champaign County Board and the County's Highway Department and overseeing committee (collectively referred to herein as the "County") in connection with a wind farm road use agreement (the "MBOC Engagement") and Sheryl Churney has provided legal services to the County in accordance with the MBOC Engagement.

WHEREAS, the Champaign County State's Attorney was aware of the MBOC Engagement and acquiesced to such engagement.

WHEREAS, effective January 1, 2019, Sheryl Churney is employed as an attorney with the law firm of Klein, Thorpe & Jenkins, Ltd.

WHEREAS, the County desires to consent to the transfer of the MBOC Engagement to Klein, Thorpe & Jenkins, Ltd. as provided for in the Transfer of Legal Representation and Engagement Letter attached hereto as Exhibit "A" and the Champaign County State's Attorney acquiesces to such transfer.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Champaign County, Illinois, that by this resolution the County Executive is hereby authorized to execute and the County Clerk is authorized to attest the Transfer of Legal Representation and Engagement Letter attached hereto as Exhibit "A."

Giraldo Rosales, Chairman
Champaign County Board

STATE OF ILLINOIS)
) SS
COUNTY OF CHAMPAIGN)

Darlene A. Kloeppel, County Executive
Date: _____

I, Aaron Ammons, County Clerk in and for the County and State aforementioned and keeper of the records and files of said county office hereby certify that the foregoing is a true, correct statement and copy of a resolution passed by the Champaign County Board at its meeting on February __, 2019.

WITNESS, my hand and official seal of the County Clerk of Champaign County in Urbana, Illinois this ___ day of February, 2019.

(SEAL)

Aaron Ammons, County Clerk

EXHIBIT A TO RESOLUTION:

TRANSFER OF LEGAL REPRESENTATION AND ENGAGEMENT LETTER

Client: Champaign County
Matters: California Ridge Wind Road Use Agreement
Effective Date: January 1, 2019

As of the Effective Date, the Client:

1. retains, authorizes and directs Klein, Thorpe & Jenkins Ltd., hereinafter referred to as "KTJ," to provide legal representation for all matters in which the Client previously authorized Myers, Berry, O'Connor & Churney, Ltd., hereinafter referred to as "MBOC," to provide it with legal representation;
2. terminates its legal representation by MBOC;
3. consents to, and directs that MBOC undertake, the transfer of all of the Client's legal matters, files, materials and information in the possession of MBOC to KTJ, pursuant to Illinois Rule of Professional Conduct 1.16(d); and
4. directs MBOC to take steps to the extent reasonably practicable to protect the Client's interests, including to cooperate with, and take all steps necessary to, transition, transfer and convey all of the Client's legal matters to KTJ, pursuant to Illinois Rule of Professional Conduct 1.16(d).

THE PROVISIONS OF THIS TRANSFER OF LEGAL REPRESENTATION AND ENGAGEMENT LETTER, INCLUDING THE ATTACHED EXHIBIT A, ARE ACCEPTABLE TO THE CLIENT.

THIS TRANSFER OF LEGAL REPRESENTATION AND ENGAGEMENT LETTER, INCLUDING THE ATTACHED EXHIBIT A, HAS BEEN APPROVED BY THE CLIENT AND EXECUTED BY THE CLIENT OR THE CLIENT'S AUTHORIZED REPRESENTATIVE BELOW.

By: _____
Name: Darlene A. Kloeppel
Title: Champaign County Executive
Date: February __, 2019

By: _____
Name: Julia Rietz
Title: Champaign County State's Attorney
Date: February __, 2019

EXHIBIT A TO TRANSFER AGREEMENT

ROAD USE AGREEMENTS:

\$300.00 (Partner)
\$255.00 (Sr. Associate)
\$245.00 (Associate)
\$170.00 (Sr. Paralegal)
\$160.00 (Paralegal)
\$135.00 (Law Clerk)

MISCELLANEOUS EXPENSES:

Copying: 20¢ per page
Printing: actual cost
Delivery: actual cost
Filing fees: actual cost
Mileage: current IRS rate
Computer research: actual cost
Secretarial: not charged
Facsimile: not charged

RESOLUTION NO. 2019-27

**RESOLUTION APPROVING AWARD OF CONTRACT TO BAILEY EDWARD
ARCHITECTURE FOR PROFESSIONAL SERVICES REGARDING THE JDC ROOF
REPLACEMENT PROJECT**

WHEREAS, The County Facilities Committee approved award of contract to Bailey Edward Architecture for professional services regarding the JDC Roof Replacement Project on February 5, 2019; and

WHEREAS, the cost of the services is \$39,105.00

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approves the award of contract for professional services to Bailey Edward Architecture and authorizes the County Executive to execute agreement for professional services.

PRESENTED, PASSED, APPROVED, by the County Board this 21st day of February A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

RESOLUTION NO. 2019 -29

RESOLUTION APPROVING AN AGREEMENT BETWEEN THE COUNTY OF CHAMPAIGN, PARKLAND COLLEGE, AND A-TEAM RECYCLERS WITH REGARD TO 2019 RESIDENTIAL ELECTRONICS COLLECTION EVENTS

WHEREAS, the County of Champaign is serving as coordinator for the Residential Electronics Collections scheduled to be held on May 18, 2019 and October 12, 2019; and

WHEREAS, the Champaign County Board was informed that the one-day residential electronics collections planned to occur in 2019 will be the only options available to residents of participating communities in Champaign County to bring their unwanted cathode-ray-tube televisions, wood console televisions of any size, or projection televisions for recycling at no cost to the resident; and

WHEREAS, Champaign County opted-in to participate in the manufacturers ewaste program for the Illinois Environmental Protection Agency Program Year 2019 under the Consumer Electronics Recycling Act (415 ILCS 151/); and

WHEREAS, an agreement has been prepared between the County of Champaign, Parkland College (as host site), and A-Team Recyclers, LLC (as collector) documenting the responsibilities of each of the parties with regard to the Residential Electronics Collection events to be held in 2019.

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board authorizes the County Executive to execute the Agreement between the County of Champaign, Parkland College, and A-Team Recyclers, LLC regarding the planned 2019 Residential Electronics Collection events.

PRESENTED, APPROVED, AND RECORDED this 21st day of February, A. D., 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

**COLLECTOR, COORDINATOR, AND HOST SITE AGREEMENT
2019 RESIDENTIAL ELECTRONICS COLLECTIONS**

This Agreement is made as of the date below the signature of the last entity to sign it, by and between CHAMPAIGN COUNTY, ILLINOIS, PARKLAND COLLEGE, and A-TEAM RECYCLERS. The authorized signatures of Champaign County, serving as Coordinator of planning for the 2019 Residential Electronics Collection events ("Coordinator"), A-Team Recyclers ("Collector"), and Parkland College ("Host Site"), signify acceptance of the terms of this Agreement. The Host Site location is: Parkland College, 2400 W. Bradley Avenue, Champaign, Illinois.

Section 1. Term

This Agreement is for services to be provided in conjunction with two Residential Electronics Collection events scheduled to occur on Saturday, May 18, 2019, and on Saturday, October 12, 2019.

Section 2. Collection Event Schedule

- 2-1. The Residential Electronics Collection events are scheduled to occur on Saturday, May 18, 2019 and on Saturday, October 12, 2019.
- 2-2. The advertised hours of the collection events will be 8:00 a.m. to 12:00 noon.

Section 3. Access to Host Site

- 3-1. The Coordinator event staff, and Collector will have access to the Applied Technology Center T121 storage bay and T107-T106 classroom after noon on the Friday prior to the May 18, 2019 event and after 4:00 p.m. on the Friday prior to the October 12, 2019 event for purposes of setting up. The Coordinator event staff, and Collector will have partial access to Lot M-4 premises on the Friday afternoon prior to each event for purposes of setting up.
- 3-2. On the day of the event, the Coordinator event staff and volunteers, and Collector will have access to the Host Site premises from 6:00 a.m. to 9:00 p.m.
- 3-3. Access to the Host Site premises includes limited access to a classroom and restroom facilities in the Applied Technology Center (T Building) for use by the Coordinator event staff and volunteers and Collector employees as a break room station between 6:00 a.m. and 5:00 p.m. on the day of the event. Coordinator event staff may stock the area with coffee, water, and other non-alcoholic drinks and food snacks. Coordinator event staff will be responsible for cleaning up the area after the event on the day of the event.

Section 4. Coordinator

- 4-1. The Coordinator, assuming the continued assistance of participating municipal event sponsors, agrees as follows, for each collection event:
 - A. To pay the Collector a one-time flat-rate collection fee of \$13,000.
 - B. To pay the Collector a prorated charge on the shortfall in weight not to exceed \$600 per truck, if the average collection event weight per shipment is below 18,000 pounds net weight.

- C. To participate in promoting each event, indicating: a four-TV limit per household; the need for residents to register online in advance to participate in the one-day collection event; and limiting participation to the residents of unincorporated Champaign County, and residents of the municipalities in Champaign County that support the Residential Electronics Collection events.
- D. To implement, with municipal event sponsors, residents' use of an online reservation system in advance to schedule participation in the collection event.
- E. To provide sufficient event staff and volunteers at each event to:
 - 1) Safely direct vehicles through the collection area;
 - 2) Pick up on-site trash and recyclable cardboard, paper, Styrofoam generated during the collection event, and sort these items, as may be possible, into designated on-site containers that are provided by the Coordinator or by the Host Site; and
 - 3) Unload vehicles dropping off items, and to assist in sorting these items into Gaylord boxes or to designated areas onsite, following sorting guidelines provided by the Collector at the collection event.

Section 5. Collector Services to be Provided

- 5-1. Collector agrees and is hereby on notice that Coordinator has contracted with MRM in its own capacity and on behalf of City of Champaign, City of Urbana, and Village of Savoy as third-party beneficiaries, in furtherance of the events referenced in this Agreement, and agrees to fairly work with MRM in furtherance of the goals of both this Agreement and the Agreement between Coordinator and MRM (provided as Attachment A).
- 5-2. The Collector shall register as a Collector with the Illinois Environmental Protection Agency as required under law, and shall agree to fulfill all the collector obligations listed in Section 1-45 of the Illinois Consumer Electronics Recycling Act (415 ILCS 151/) with regard to the electronics devices collected at the planned collection events indicated in Section 2, during all times covered under this agreement.
- 5-3. For the one-time, flat-rate collection fee of \$13,000 to be charged to the Coordinator for each of the two events as described in Section 4, the Collector agrees to provide the services as listed below to the Coordinator at the planned collection events indicated in Section 2, that will take place at Lot M-4 of the Host Site premises of Parkland College, located at 2400 W. Bradley Avenue, Champaign, Illinois.
 - A. The Collector will pre-arrange with the Electronic Manufacturers Recycling Management Company, LLC ("MRM") to receive sufficient quantities of packaging materials, including Gaylords, shrink wrap, and pallets, from MRM so that the packaging materials are available for set-up and use at the Host Site at Lot M-4 of Parkland College prior to each collection event.
 - B. If the Collector uses any additional packaging materials not provided by MRM, it shall be at the Collector's own expense and that the additional packaging materials of a similar quality and type as those provided by MRM.

- C. The Collector agrees to arrange for and pay all costs associated with the provision of adequate powered industrial trucks, e.g., a forklift and/or a motorized transport vehicle (MTV), plus an adequate number of properly certified forklift operators or MTV operators, for each event.
 - D. Based on the best available information about each planned event to be provided by the Coordinator to the Collector, the Collector will arrange with the MRM-designated recycler in advance of each event to strive to provide a sufficient and accurate quantity of trucks or trailers to be present at the Host Site for loading at each event, and not overestimate the number of trucks or trailers needed to be present at each event for loading.
 - E. The Collector is responsible to supply necessary staff required for collecting, sorting, and packaging of collected residential covered electronic devices ("CEDs") in a manner consistent with the packaging instructions provided by MRM or MRM designee and in accordance with Collector obligations listed in Section 1-45 of the Illinois Consumer Electronics Recycling Act (415 ILCS 151/). CED means any computer, computer monitor, television, printer, electronic keyboard, facsimile machine, videocassette recorder, portable digital music player that has memory capability and is battery powered, digital video disc player, video game console, electronic mouse, scanner, digital converter box, cable receiver, satellite receiver, digital video disc record, or small-scale server sold at retail. CEDs shall be sorted by Collector into their respective categories, and prepared for shipping pursuant to the requirements of CERA Section 1-45, with residential CEDs sorted into the following categories:
 - A. Computer monitors and televisions containing a cathode-ray-tube, other than televisions with wooden exteriors;
 - B. Computer monitors and televisions containing a flat panel screen;
 - C. All covered televisions that are residential CEDs;
 - D. Computers;
 - E. All other residential CEDs; and
 - F. Any electronic device that is not part of the manufacturer program that the collector has arranged to have picked up with residential CEDs and for which a financial arrangement has been made to cover the recycling costs outside of the manufacturer program.
 - F. The Collector is responsible for loading the collected and properly packaged residential CEDs onto trailers or trucks in such a way so as to ensure a full load at a net weight of 18,000 pounds per trailer or truck loaded.
- 5-4. The Collector agrees to collect, sort, package, and load into trucks to be provided onsite, the following accepted CEDs (working and non-working) at each of the two events indicated in Section 2, in furtherance of the events:

- Computers
- Computer monitors
- Televisions
- Printers (includes typewriters)
- Electronic keyboards
- Facsimile machines
- Videocassette recorders
- Portable digital music players (with memory capability and battery-powered)
- Digital video disc players
- Video game consoles
- Electronic mice
- Scanners
- Digital converter boxes
- Cable receivers
- Satellite receivers
- Digital video disc recorders (DVD & Blue-Ray recorders)
- Small-scale servers sold at retail
- Accessory computer/monitor speakers
- Ink and toner cartridges

And the following accepted Parts (not CEDs) at each of the two events indicated in Section 2, not in furtherance of the events:

- Loose wires (e.g., extension cords, surge protectors, cables)
- Microwaves
- All phone types and phone accessories
- Christmas lights
- Digital cameras/mini cams
- Digital projectors
- Credit card readers
- Telecom equipment
- Uninterrupted power supplies (e.g., battery backups, chargers)
- Rechargeable batteries
- Networking equipment (e.g., switches, routers, hubs, modems)
- External drives
- Circuit boards
- Ferrous and non-ferrous metals

5-5. The Collector will charge the Coordinator 20 cents per pound for non-CEDs and non-Parts residential items collected, sorted, loaded, and transported at each of the two events indicated in Section 2, including but not limited to:

- Stereo speakers (wooden, metal, or plastic)
- Vacuum cleaners
- Small appliances
- Cash registers

- 5-6. The Collector will not accept the following unaccepted items at each of the two events indicated in Section 2:

- Liquid-containing items
- Freon-containing items (AC units, dehumidifiers)
- White goods (e.g., refrigerators, freezers)
- Thermostats
- Light bulbs, fluorescent bulbs or tubes
- Loose alkaline batteries (accepted while contained in electronic devices)

- 5-7. The Collector agrees to supply staff adequate to fulfill its obligations and duties under this Agreement at the Host Site on the day of each event no later than 7:00 a.m. to collect, sort, package, and transport accepted and collected electronics items.
- 5-8. The Collector agrees to arrange for and pay all costs associated with the provision of adequate powered industrial trucks, e.g., a forklift and/or a motorized transport vehicle (MTV), plus an adequate number of properly certified forklift operators or MTV operators, to be available for each event.
- 5-9. Except for the recyclable materials (e.g., cardboard and Styrofoam) and trash at each collection event which the Coordinator event staff and volunteers are able to divert and able to fit into the onsite Coordinator or Host Site containers provided at the Host-Site for subsequent recycling or removal, the Collector will accept and load the surplus remaining recyclable materials generated at each event (e.g., plastics, cardboard, and Styrofoam) and all surplus remaining trash generated at each event and remove those materials from the Host Site on the day of each event.
- 5-10. The Collector will provide proof of insurance requested as part of the contractual service agreement with the Coordinator and the Host Site, with Champaign County, Parkland College, and City of Urbana, City of Champaign, and Village of Savoy listed as additional insured.
- 5-11. Before each event, the Collector staff will provide instruction to the Coordinator regarding requested day-of-event onsite separation, sorting and packaging of collected electronics waste by Coordinator event staff and volunteers.
- 5-12. The Collector staff shall comply with requests from the Host Site's representative on site pertaining to safety of people, property, and equipment and use of the Host Site.
- 5-13. In the event that the MRM-designated recycler has not completely removed all collected electronics materials at each event from the Host Site on the day of the event, the Collector agrees to securely store all collected electronics materials that may remain at the Host Site by 9:00 p.m. on the day of the event within semitrailers or trucks provided by the MRM-designated recycler and that are located in Parking Lot M-4 of the Host Site.

The Collector shall arrange with the MRM-designated recycler, that the MRM-designated recycler completely remove and transport all electronics materials collected at each event and securely stored within semi-trucks and/or trucks at Parking Lot M-4 of the Host Site by 11 p.m. on the Monday following each event. The Collector further

agrees that if the MRM-designated recycler should fail to remove materials collected and stored at the Host Site by the deadline established in this paragraph that the Collector will pay a late fee of \$500 per day, commencing on the Tuesday following each event, and continuing until the removal of the stored collected electronics materials. The Collector shall pay any late fees due pursuant to this Paragraph to Parkland College, Attn.: James Bustard, Physical Plant Director, Parkland College, 2400 W. Bradley Avenue, Champaign, Illinois.

- 5-14. **Reporting/Documentation of E-waste:** The Collector will provide the Coordinator with a receiving report that includes volumes/pounds, description, service date, manifest numbers for all items collected at each event, as soon as it becomes available and prior to January 1, 2020.

Section 6. Data Security Requirements

- 6-1. All electronics materials brought to the events indicated in Section 2 shall immediately become the property of the Collector. No Coordinator event staff or volunteers or Host Site staff shall take any collected electronics material. All collected electronics material will be brought back to the MRM-designated recycler's facility in Shorewood, Illinois for further processing or transported directly to a manufacturer-funded electronics recycler.
- 6-2. To discourage theft of the collected CEDs, the Collector shall safeguard collected CEDs at each event and will strive to ensure that collected CEDs are securely loaded onto trucks or trailers provided onsite by MRM-designated recycler, so that MRM-designated recycler can meet requirements for confidentiality and destruction of information or data remaining on hard drives or other electronics equipment.
- 6-3. The Coordinator and Host Site assume no responsibility for information left on any hard drive.

Section 7. Employment Issues

- 7-1. The Collector agrees that it is an independent Collector. Supplies provided and services performed pursuant to this Agreement are not rendered as an employee of either the Coordinator or the Host Site and any money received by the Collector pursuant to this Agreement does not constitute compensation paid to an employee.
- 7-2. Neither the Coordinator nor the Host Site assumes liability for actions of the Collector or its subcontractors under this Agreement. The Collector shall maintain sufficient supervision and control of its operation to ensure that services enumerated herein shall be performed in a good and professional manner at all times. The Collector is responsible for paying the payroll taxes and any employee benefits that the Collector utilizes for this event.

Section 8. Licenses and Related Laws

- 8-1. The Collector, by signing this Agreement, warrants that the Collector, its employees, and its Collectors which will perform services requiring a license, will have and maintain any required license. However, the Collector may meet the license requirement through use of a subcontractor; provided however, the Collector's use of a subcontractor in that circumstance does not relieve the Collector of any obligations under the Agreement.

- 8-2. The Collector agrees that it will comply with all applicable laws, ordinances and regulations of any kind whatsoever in the performance of this Agreement.

Section 9. Liability and Insurance: Coordinator

- 9-1. The Coordinator agrees to assume all risk of loss and to indemnify and hold the Collector and the Host Site, its officers, agents and employees, harmless from and against any and all liabilities, demands, claims, suits, losses, damages, causes of action, fines or judgments, including costs, attorneys' and witnesses' fees, and expenses incident thereto, for injuries to persons (including death) and for loss of, damage to, or destruction of property because of or arising out of the Coordinator's or its subcontractor's negligent or intentional acts or omissions.
- 9-2. The Coordinator further agrees to maintain adequate insurance to protect the Collector and the Host Site against such risks. The Coordinator shall carry public liability, casualty and auto insurance in sufficient amount to protect the Collector and the Host Site from liability for acts of the Coordinator. Minimum acceptable coverage for bodily injury shall be \$250,000 per person and \$500,000 per occurrence and for property damage, \$1,000,000 per occurrence. The Coordinator shall carry Worker's Compensation Insurance in amount required by laws.
- 9-3. The Coordinator assumes full responsibility for and shall indemnify the Collector and Host Site for all loss or damage of whatsoever kind and nature to any and all Collector and Host Site property resulting from the negligent acts or omissions of the Coordinator or any employee, agent, or representative of the Coordinator or its subcontractor. The Coordinator shall do nothing to prejudice the Collector's right or the Host Site's right to recover against third parties for any loss, destruction of, or damage to (Collector or Host Site) property, and shall upon request and at the Collector's or Host Site's expense, furnish to the Collector or to the Host Site all reasonable assistance and cooperation, including assistance in the prosecution of suit and the execution of instruments of assignment in favor of the Collector or Host Site in obtaining recovery.
- 9-4. All electronics materials brought to the collection events indicated in Section 2 shall immediately become the property of the Collector for loading onto trucks or trailers provided at the Host Site premises by the MRM-designated recycler for transport and processing. No Coordinator staff, Host Site staff, or event volunteers shall take any electronics materials.
- 9-5. The Coordinator shall provide the Collector and Host Site with proof of such insurance one month prior to each collection event.

Section 10. Liability and Insurance: Collector

- 10-1. The Collector agrees to assume all risk of loss and to indemnify and hold the Coordinator and the Host Site, its officers, agents and employees, harmless from and against any and all liabilities, demands, claims, suits, losses, damages, causes of action, fines or judgments, including costs, attorneys' and witnesses' fees, and expenses incident thereto, for injuries to persons (including death) and for loss of, damage to, or destruction of property because of or arising out of the Collector's or its subcontractor's negligent or intentional acts or omissions.
- 10-2. The Collector further agrees to maintain adequate insurance to protect the Coordinator

and the Host Site against such risks. The Collector shall carry public liability, casualty and auto insurance in sufficient amount to protect the Coordinator and the Host Site from liability for acts of the Collector. Minimum acceptable coverage for bodily injury shall be \$250,000 per person and \$500,000 per occurrence and for property damage, \$1,000,000 per occurrence. The Collector shall carry Worker's Compensation Insurance in amount required by laws.

- 10-3. The Collector assumes full responsibility for and shall indemnify the Coordinator and Host Site for all loss or damage of whatsoever kind and nature to any and all Coordinator and Host Site property resulting from the negligent acts or omissions of the Collector or any employee, agent, or representative of the Collector or its subcontractor. The Collector shall do nothing to prejudice the Coordinator's right or the Host Site's right to recover against third parties for any loss, destruction of, or damage to (Coordinator or Host Site) property, and shall upon request and at the Coordinator's or Host Site's expense, furnish to the Coordinator or to the Host Site all reasonable assistance and cooperation, including assistance in the prosecution of suit and the execution of instruments of assignment in favor of the Coordinator or Host Site in obtaining recovery.
- 10-4. The Collector shall provide the Coordinator and Host Site with proof of such insurance one month prior to each collection event.

Section 11. No Smoking or Alcohol on Grounds

The Collector staff and Coordinator event staff and volunteers shall abide by the Host Site rules with regard to the use of the Host Site, including the provision that calls for no smoking on the Host Site and no alcohol to be available on the Host Site.

Section 12. Damage to Premises

- 12-1. If the Host Site premises, or any part thereof, or Host Site property on the premises shall be partially damaged, including but not limited to damage caused by hazardous materials and the electronic recyclables collected, occurring during the course of or proximately caused by Collector's use of the premises, or that of Collector's employees or agents, then the Collector shall indemnify and hold Host Site harmless from all costs of such damages including indirect costs such as loss of business, defending against or paying the cost of defending against any resultant legal proceedings or activities or damages caused by anything else related to Collector's activities. Upon repair, Collector shall bear all costs, payable when due. In the event of such damage, at Host Site's option, it may terminate the Agreement without prior notice to the Collector or Coordinator. In the event of such termination, Host Site shall provide notice to Coordinator and Collector within twenty-four hours.
- 12-2. If the Host Site premises, or any part thereof, or Host Site property on the premises shall be partially damaged, including but not limited to damage caused by hazardous materials and the electronic recyclables collected, occurring during the course of or proximately caused by Coordinator's use of the premises, or that of Coordinator's employees or agents, visitors, volunteers, members of the public who drop off recycling, and vendors engaged by Coordinator; then Coordinator shall indemnify and hold Host Site harmless from all costs of such damages including indirect costs such as loss of

business, defending against or paying the cost of defending against any resultant legal proceedings, activities, or damages caused by anything else related to Coordinator's activities. Upon repair, Coordinator shall bear all costs, payable when due. In the event of such damage, at Host Site's option, it may terminate the Agreement without prior notice to the Collector or Coordinator. In the event of such termination, Host Site shall provide notice to Coordinator and Collector within twenty-four hours.

Section 13. Dangerous Materials

The Coordinator or Collector shall not keep or have on the Host Site premises any article or thing of a dangerous, inflammable, or explosive character that might unreasonably increase the danger of fire on the subject premises or that might be considered hazardous or extra hazardous by an insurance company.

Section 14. Subordination of Agreement

This Agreement and Coordinator's and Collector's Agreement interests hereunder are and shall be subject, subordinate, and inferior to any liens or encumbrances now or hereafter placed on the subject premises by Host Site, all advances made under any such liens or encumbrances, the interest payable on any such liens or encumbrances, and any and all renewals or extensions of such liens or encumbrances.

Section 15. Time of the Essence

Time is of the essence of each and every provision hereof.

Section 16. Abandonment

If at any time during the term of this Agreement, the Collector abandons the Host Site premises or the property it collects during a residential electronics collection event, Host Site may, at Host Site's option, without being liable for any prosecution therefore, and without becoming liable to Collector for damages or any payment of any kind whatever, consider any personal property belonging to Collector and left on the premises to also have been abandoned, in which case Host Site may keep or dispose of all such personal property in any manner Host Site shall deem proper and is hereby relieved of all liability for doing so. Abandonment of the premises will have occurred if Host Site cannot obtain a decision by Collector regarding the removal and disposal of the recycling materials within seven days following each of the collection events.

Section 17. Contact Information

Contact information for the Host Site is as follows:

Name: Parkland College Community College
Address: 2400 West Bradley Avenue, Champaign, IL 61821
Contact Person: James Bustard
Title: Physical Plant Director
Contact's work phone: 217-351-2211, Extension 108

Contact information for the Coordinator is as follows:

Name: Champaign County
Address: 1776 E. Washington Street, Urbana, Illinois 61802
Contact person: Susan Monte
Title: Champaign County Recycling Coordinator
Contact's work phone: 217-384-3708; Contact's cell phone: 217-600-1516

Contact information for the Collector is as follows:

Name: A-Team Recyclers
Address: 304 Gregory Court, Shorewood, IL 60404
Contact Person: James Larkin
Title: Owner
Contact's work phone: 815-630-4308; Contact's cell phone: 815-600-3608

Section 18. Choice of Law

- 18-1. This Agreement and the Collector's obligations and services hereunder are hereby made and must be performed in compliance with all applicable federal and state laws.
- 18-2. This Agreement shall be construed in accordance with the laws of the State of Illinois.

Section 19. Agreement Severability

In the event that any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions and the Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

Section 20. Changes

The Coordinator, Host Site, or Collector, may, from time to time, require or request changes in the scope of services to be performed hereunder. Such changes which are mutually agreed upon by and between all parties shall be incorporated only in written amendments to this Agreement.

Section 21. Termination

- 21-1. This Agreement may be terminated, for any or no reason, at the option of any party upon 60 days written notice to the other party.
- 21-2. Notwithstanding the foregoing, the obligations of the Collector under Sections 10 and 22 of this Agreement shall survive and not be affected by any termination of this Agreement or by its expiration.

Section 22. Remedies

Except as may be otherwise provided in this Agreement, all claims, counter-claims, disputes and other matters in question between the Coordinator, Host Site and Collector, arising out of or relating to this Agreement or the breach thereof shall be initiated in the Circuit Court of Champaign County, Illinois. Each party shall be responsible for its own attorney's fees and costs.

Section 23. Successors and Assigns

This Agreement and all of the covenants hereof shall inure to the benefit of and be binding upon the Coordinator, Collector and Host Site, respectively and their partners, successors, assigns, and legal representatives. No party to this Agreement shall have the right to assign, transfer or sublet their interest or obligations hereunder without the written consent of the other party.

Section 24. Third Party Beneficiaries

The parties agree that the City of Champaign, the City of Urbana, and the Village of Savoy, to the extent consistent with any intergovernmental agreements with the Coordinator effective during this Agreement, are third party beneficiaries of this Agreement.

The foregoing constitutes the entire Agreement between the parties, and no verbal statement shall supersede any of its provisions.

In witness hereof, the parties have caused this Agreement to be signed by their respective duly authorized officers on the dates noted below.

Collector: James Larkin, Owner
A-Team Recyclers

Date

Host Site: James Bustard, Physical Plant Director
Parkland College

Date

Coordinator: Darlene A. Kloeppel, County Executive
Champaign County, Illinois

Date



To: Ms. Susan Monte

Re: Letter of Understanding
Provision of Illinois CERA Transportation and Recycling Services

Dear Ms. Monte:

Pursuant to CERA Section 1-25 of the Illinois Consumer Electronics Recycling Act (415 ILCS 151 *et seq.*, or "CERA"), the Illinois Manufacturer Clearinghouse has assigned your county to a "Group Plan" operated by the Electronic Manufacturers Recycling Management Company, LLC ("MRM") to provide transportation and recycling services for e-waste on behalf of a number of electronics manufacturers for 2019. The MRM Illinois Group Plan represents over 25 electronics manufacturers and has been approved by the Manufacturer Clearinghouse.

We look forward to working with you to support your efforts to make electronics recycling readily available for your residents.

MRM hereby submits this Letter of Understanding ("LOU") confirming our understanding of the Services MRM will be providing in Champaign County for Program Year 2019 as required by CERA.

Please sign the acknowledgment at the end of the letter and return a copy to me so that MRM can confirm your interest and agreement to have MRM provide the Services outlined below in your jurisdiction.

The Services MRM Will Provide (the "Services"):

1. MRM understands and agrees that it is entering into this Agreement with the County of Champaign, which has authority to contract on behalf of itself and for third-party beneficiaries City of Champaign, City of Urbana, and Village of Savoy.
2. MRM will arrange for the bulk transportation and recycling of collected residential CEDs only from the collection site(s) and/or event(s) listed in Appendix A. To do so, MRM and/or MRM's contracted recycler will work with A-Team Recyclers, who is Champaign County's hired collector operating the collection site or one-day collection event(s) in Champaign County, to arrange for the timely pickup of collected devices.
3. MRM will provide Champaign County's hired collector, A-Team Recyclers, with the packaging material necessary to prepare shipments of collected residential CEDs identified in Appendix A in compliance with Subsection (e) of CERA Section 1-45 to be used for each collection event listed in Appendix A. Packaging material includes gaylords, pallets and shrink wrap necessary to package materials as required by MRM.

As may be necessary following each collection event identified in Appendix A, MRM shall fully reimburse Champaign County's hired collector, A-Team Recyclers, within 30 days of receiving an invoice from A-Team Recyclers, the cost of any additionally required packaging materials used



for each collection event identified in Appendix A that was not available for use at the site of each collection event listed in Appendix A.

4. MRM, or MRM's designee, will provide detailed packaging instructions to Champaign County's hired collector, A-Team Recyclers at least two weeks prior to the initial collection event listed in Appendix A.
5. MRM will pick up shipments of collected CEDs, based on arrangements made in advance by Champaign County's hired collector, A-Team Recyclers, and MRM or MRM's designee, with expectations that the collected weight meets or exceeds 18,000 lbs. per shipment. CERA Section 1-45(e)(2)(C) authorizes MRM to charge Champaign County's collector, A-Team Recyclers, a pro-rated under-weight fee of up to \$600 for any shipments that weigh less than 18,000 lbs.

Your County Agrees to Perform the Following Tasks:

1. Champaign County has agreed to establish and operate the collection events listed in Appendix A pursuant to the requirements of Section 1-45. MRM is not providing any collection site operation services at these sites, or any other sites in your county.
2. Champaign County agrees to operate the two collection events listed in Appendix A and intends to hire A-Team Recyclers as its collector on behalf of Champaign County in compliance with CERA. Champaign County will request that our hired collector register with the Illinois Environmental Protection Agency as required under law, and to request that such collector fulfill all the collector obligations listed in Section 1-45 of CERA. A copy of Section 1-45 is attached for reference as Appendix B.
3. If Champaign County and MRM agree that a non-county site will be used to fulfill the obligation under the CERA, Champaign County agrees to the details outlined in Appendix A, attached.
4. CED materials to be picked up by MRM must be segregated from non-CED materials and packaged in a manner to prevent breakage.
5. Champaign County will request that our hired Collector sort CEDs into their respective categories and prepare them for shipping pursuant to the requirements of CERA Section 1-45, with residential CEDs sorted into the following categories:
 - (A) computer monitors and televisions containing a cathode-ray-tube, other than televisions with wooden exteriors;
 - (B) computer monitors and televisions containing a flat panel screen;
 - (C) all covered televisions that are residential CEDs;
 - (D) computers;
 - (E) all other residential CEDs; and
 - (F) any electronic device that is not part of the manufacturer program that the collector has arranged to have picked up with residential CEDs and for which a financial arrangement has been made to cover the recycling costs outside of the manufacturer program.



6. Materials must be collected and packaged as indicated above and in accordance with the packaging instructions provided by MRM or MRM's designee to Champaign County's hired collector, A-Team Recyclers.
7. Champaign County will request that, if our collector needs to use additional packaging materials before MRM is able to deliver them to our collector, that our Collector shall, at our collector's own expense, use packaging materials of a similar quality and type as those provided by MRM, and then subsequently invoice MRM for complete reimbursement of those additionally used packaging materials used for the collection events identified in Appendix A.
8. At each collection event identified in Appendix A, Champaign County shall request that our collector arrange that CEDs must be ready to load onto a truck to ensure a full load, and that our collector load the collected CED onto truck.
9. Champaign County will request that our collector's staff be available to load the truck up to two hours before and after the county-selected pick up time for truck arrival, as may be applicable.
10. Prior to each collection event listed in Appendix A, Champaign County will request our hired collector, A-Team Recyclers, to carefully pre-arrange pickup service with the MRM-identified recycler or designee to occur at each collection event identified in Appendix A with five-day's notice of the desired pick-up date.
11. Champaign County agrees to request that our hired collector include only residential CEDs in any shipments to be picked up by MRM. MRM will not pick up any non-CED materials unless our Collector and MRM or the MRM-designated recycler reach a separate commercial arrangement.

We look forward to working with your county. We want to ensure the new recycling system works smoothly and this will require you and MRM to work together cooperatively. MRM cannot provide our Services unless your county arranges to hire a Collector to fully perform all the above tasks.

Again, we look forward to connecting to discuss working with your county for 2019. If you have any questions, please do not hesitate to contact me directly.

* * *

Sincerely,

Patricia A Conroy
Executive Director
MRM

**Electronic Manufacturers Recycling
Management Company LLC**
5775 Wayzata Boulevard, Suite 700
Minneapolis, MN 55416
Tel: 952.582.2965



Acknowledged and Accepted

By: _____

Title: _____

Date: _____



APPENDIX A

LIST OF SITES TO BE SERVICED BY MRM IN CHAMPAIGN COUNTY
FOR PROGRAM YEAR 2019 (January 1, 2019 to December 31, 2019)

Permanent Collection Sites N/A

1. Location: N/A

Address:
Operated by / Collector:

2. Location: N/A

Address:
Operated by / Collector:

3. Location: N/A

Address:
Operated by / Collector:

Collection Events

1. Location: Parkland College

Address: 2400 West Bradley, Champaign IL 61821

Date of Event: Saturday, May 18, 2019
Operated by / Collector: A-Team Recyclers

2. Location: Parkland College

Address: 2400 West Bradley, Champaign IL 61821

Date of Event: Saturday, October 12, 2019
Operated by / Collector: A-Team Recyclers

**Electronic Manufacturers Recycling
Management Company LLC**
5775 Wayzata Boulevard, Suite 700
Minneapolis, MN 55416
Tel: 952.582.2965



APPENDIX B

(415 ILCS 151/1-45)

Sec. 1-45. Collector responsibilities.

(a) By January 1, 2019, and by January 1 of each year thereafter for that program year, beginning with program year 2019, a person acting as a collector under a manufacturer e-waste program shall register with the Agency by completing and submitting to the Agency the registration form prescribed by the Agency. The registration form prescribed by the Agency must include, without limitation, the address of each location at which the collector accepts residential CEDs.

(a-5) The Agency may deny a registration under this Section if the collector or any employee or officer of the collector has a history of:

(1) repeated violations of federal, State, or local laws, regulations, standards, or ordinances related to the collection, recycling, or other management of CEDs;

(2) conviction in this State or another state of any crime which is a felony under the laws of this State, or conviction of a felony in a federal court; or conviction in this State or another state or federal court of any of the following crimes: forgery, official misconduct, bribery, perjury, or knowingly submitting false information under any environmental law, regulation, or permit term or condition; or

(3) gross carelessness or incompetence in handling, storing, processing, transporting, disposing, or otherwise managing CEDs.

(b) The Agency shall post on the Agency's website a list of all registered collectors.

(c) Manufacturers and recyclers acting as collectors shall so indicate on their registration under Section 1-30 or 1-40 of this Act.

(d) By March 1, 2020 and every March 1 thereafter, each collector that operates a program collection site or one-day collection event shall report, to the Agency and to the manufacturer e-waste program, the total weight, by CED category, of residential CEDs transported from the program collection site or one-day collection event during the previous program year.

(e) Each collector that operates a program collection site or one-day event shall ensure that the collected residential CEDs are sorted and loaded in compliance with local, State, and federal law. In addition, at a minimum, the collector shall also comply with the following requirements:

(1) residential CEDs must be accepted at the program collection site or one-day collection event unless otherwise provided in this Act;

(2) residential CEDs shall be kept separate from other material and shall be:

(A) packaged in a manner to prevent breakage; and

(B) loaded onto pallets and secured with plastic wrap or in pallet-sized bulk containers prior to shipping; and

(C) on average per collection site 18,000 pounds per shipment, and if not, then the recycler may charge the collector a prorated charge on the shortfall in weight, not to exceed \$600;

(3) residential CEDs shall be sorted into the following categories:

(A) computer monitors and televisions containing a cathode-ray tube, other than televisions with wooden exteriors;

(B) computer monitors and televisions containing a flat panel screen;

(C) all covered televisions that are residential CEDs;

(D) computers;

(E) all other residential CEDs; and

(F) any electronic device that is not part of the manufacturer program that the collector has arranged to have picked up with residential CEDs and for which a financial arrangement has been made to cover the recycling costs outside of the manufacturer program;



- (4) containers holding the CEDs must be structurally sound for transportation; and
 - (5) each shipment of residential CEDs from a program collection site or one-day collection event shall include a collector-prepared bill of lading or similar manifest, which describes the origin of the shipment and the number of pallets or bulk containers of residential CEDs in the shipment.
 - (f) Except as provided in subsection (g) of this Section, each collector that operates a program collection site or one-day collection event during a program year shall accept all residential CEDs that are delivered to the program collection site or one-day collection event during the program year.
 - (g) No collector that operates a program collection site or one-day collection event shall:
 - (1) accept, at the program collection site or one-day collection event, more than 7 residential CEDs from an individual at any one time;
 - (2) scrap, salvage, dismantle, or otherwise disassemble any residential CED collected at a program collection site or one-day collection event;
 - (3) deliver to a manufacturer e-waste program, through its recycler, any CED other than a residential CED collected at a program collection site or one-day collection event; or
 - (4) deliver to a person other than the manufacturer e-waste program or its recycler, a residential CED collected at a program collection site or one-day collection event.
 - (h) Beginning in program year 2019, registered collectors participating in county supervised collection programs may collect a fee for each desktop computer monitor or television accepted for recycling to cover costs for collection and preparation for bulk shipment or to cover costs associated with the requirements of subsection (e) of Section 1-45.
 - (i) Nothing in this Act shall prevent a person from acting as a collector independently of a manufacturer e-waste program.
- (Source: P.A. 100-362, eff. 8-25-17; 100-433, eff. 8-25-17.)

RESOLUTION NO. 2019 -30

RESOLUTION APPROVING AN INTERGOVERNMENTAL COST-SHARING AGREEMENT BETWEEN THE COUNTY OF CHAMPAIGN, THE CITY OF CHAMPAIGN, THE CITY OF URBANA, AND THE VILLAGE OF SAVOY FOR TWO RESIDENTIAL ELECTRONICS COLLECTION EVENTS IN 2019

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970, and 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 County of Champaign, Illinois, and the County of Will, Illinois, have entered into an intergovernmental agreement with regard to electronics collected at two Residential Electronics Collection events to be held in Champaign County on May 18, 2019 and October 12, 2019; and

WHEREAS, the County of Champaign, the City of Champaign, the City of Urbana, and the Village of Savoy find it to be most cost effective to mutually combine efforts and to share in the costs associated with the two Residential Electronics Collection events to be held on May 18, 2019 and October 12, 2019; and

WHEREAS, the attached intergovernmental agreement has been prepared documenting the costs and responsibilities of each of the parties and will become effective as of the date the last party signs the agreement.

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board authorizes the County Executive to enter into the Intergovernmental Cost-Sharing Agreement between the County of Champaign, the City of Champaign, the City of Urbana, and the Village of Savoy for two Residential Electronics Collection events in 2019, as attached to this Resolution.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of February, A.D., 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

AN INTERGOVERNMENTAL
AGREEMENT

2019 RESIDENTIAL ELECTRONICS COLLECTION EVENTS COST-SHARING AGREEMENT
BETWEEN THE COUNTY OF CHAMPAIGN, THE CITY OF CHAMPAIGN, THE CITY OF
URBANA, AND THE VILLAGE OF SAVOY

THIS AGREEMENT is made and entered into by and between the County of Champaign and the following Illinois municipal corporations: the City of Champaign, the City of Urbana, and the Village of Savoy, effective on the last date signed by a party hereto. The foregoing entities will hereafter be noted as “the parties.”

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970, and 5 ILCS 220/1, *et seq.* enable the parties to enter into agreements among themselves and provide authority for intergovernmental cooperation; and

WHEREAS, the parties find it to be most cost effective to mutually combine efforts and to share in the costs associated with Residential Electronics Collection events to be held on May 18, 2019 and October 12, 2019 (each, hereinafter, referred to as an “event”) at the Parkland College campus in Champaign, Illinois, utilizing the services of the electronics recycling contractor company A-Team Recyclers as Collector for these events.

WHEREAS, the cost contribution required of each party is provided in this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

Section 1. Purpose

1-1. This Agreement outlines a cost-sharing arrangement between the parties for the purpose of administering the 2019 Residential Electronics Collection events. Costs will include:

- a) Payment of a one-time flat-rate collection fee of \$13,000 per event to A-Team Recyclers due by the end of the day on the date of each event.
- b) Payment of a potential shortfall charge, prorated and not to exceed \$600 per shipment from each event, to be assessed if the average net weight of all semitrailers arranged for by A-Team Recyclers and loaded at the event by A-Team Recyclers, is below 18,000 pounds. This agreement estimates that two potential shortfall incidents take place per event.
- c) Payment of a charge by A-Team Recyclers of 20 cents per pound for non-Covered Electronics Devices (non-CEDs) received at each event, except for a category of non-CEDs that are designated as “Parts” by A-Team Recyclers that includes loose wires (e.g., extension cords, surge protectors, cables); Christmas lights; all phone types and phone accessories; digital cameras/mini-cams; digital projectors; credit card readers; telecom equipment; uninterrupted power supplies (e.g., battery backups, chargers); rechargeable batteries; networking equipment (e.g., switches, routers, hubs, modems); external drives; circuit boards; and ferrous and non-ferrous metals. A-Team Recyclers estimates that the maximum cost of non-CEDs per event will total \$4,500, and advises that the \$4,500 cost may be significantly reduced by actions of the parties at each event to sort and separately dispose of or recycle three types of non-CEDs

received: wooden speakers; microwaves; and larger portable appliances. (Attachment A includes the definition of ‘Covered Electronics Device’ from the Consumer Electronics Recycling Act (415 ILCS 151/1-5)).

- d) Payment for traffic patrol services to be provided by one City of Champaign traffic patrol officer at each event, with the total cost for traffic patrol services not expected to exceed \$375 per event.
- e) Allowing for an additional 10 percent contingency amount of total fees paid pursuant to 1-1.b), 1-1.c), and 1-1.d) above, to be included in the maximum total amount per event.

Section 2. Terms

The terms of this Agreement shall be from the date last signed by the parties until 60 days following the final event, unless amended by agreement of the parties.

Section 3. Responsibilities

- 3-1. The parties understand and agree that of the parties to this Agreement, only the County of Champaign shall enter into a contract with the collector who will accept, sort, package, and load the residential electronics items collected during the event from the host site. However, the County of Champaign shall be entering into said contract on behalf of the other parties as well, and Champaign County agrees that it shall not enter into said contract unless it specifically names the other parties to this agreement as third party beneficiaries of that contract. Champaign County shall obtain approval of the form of said contract with the contact from each of the parties to this Agreement prior to executing said contract.
- 3-2. Each party is responsible for contributing its share of the total costs for the events under this Agreement, according to the percentages and up to the maximums specified in Section 4 (Cost-Sharing) of this Agreement.
- 3-3. Each party is also responsible for coordinating information requests from the other parties in a timely manner.

Section 4. Cost Sharing

- 4.1 The parties agree to share, according to the percentages shown in Table 4.1, total costs not to exceed \$19,683 for each event:

Table 4.1

Event Date	Champaign County Maximum Share (% of total)	City of Champaign Maximum Share (% of total)	City of Urbana Maximum Share (% of total)	Village of Savoy Maximum Share (% of total)	Maximum Total Cost
May 18, 2019	\$6,102 (31)	\$8,464 (43)	\$4,330 (22)	\$787 (4)	\$19,683
October 12, 2019	\$6,102 (31)	\$8,464 (43)	\$4,330 (22)	\$787 (4)	\$19,683

Section 5. Invoices and Payments

To facilitate payment for services described in Section 1.1 of this Agreement, following each event held and within 30 days of receipt of an invoice from the Champaign County Recycling

2019 RESIDENTIAL ELECTRONICS COLLECTION EVENTS COST-SHARING AGREEMENT BETWEEN THE COUNTY OF CHAMPAIGN, THE CITY OF CHAMPAIGN, THE CITY OF URBANA, AND THE VILLAGE OF SAVOY

Coordinator, each party agrees to provide its share of funds as shown in Table 4.1, payable to 'Champaign County' to the attention of Susan Monte, Champaign County Department of Planning and Zoning, 1776 E. Washington Street, Urbana, IL 61802.

Section 6. Amendments.

This agreement may be amended only in writing signed by all parties.

Section 7. Survival of Provisions.

Any terms of this Agreement that by their nature extend after the end of the Agreement, whether by way of expiration or termination, will remain in effect until fulfilled.

Section 8. Indemnification by Parties.

Each party to this Agreement agrees to assume all risk of loss and to indemnify and hold each other party, its officers, agents and employees, harmless from and against any and all liabilities, demands, claims, suits, losses, damages, causes of action, fines or judgments, including costs, attorneys' and witnesses' fees, and expenses incident thereto, for injuries to persons (including death) and for loss of, damage to, or destruction of property because of or arising out of the a party's or its subcontractor's negligent or intentional acts or omissions in connection with performance of this Agreement.

Section 9. Survival of Indemnity Obligations.

The parties agree that all mutual indemnity obligations shall survive the completion, expiration or termination of this Agreement.

Section 10. Enforceability of Agreement.

This Intergovernmental Agreement shall not become binding or enforceable unless and until (i) the County of Champaign, the City of Champaign, the City of Urbana, and the Village of Savoy have executed the same, and (ii) the County of Champaign has entered into a binding enforceable agreement with A-Team Recyclers that includes substantially similar cost and payment terms and conditions as described in Section 1-1 of this Intergovernmental Agreement and with no party becoming obligated, without such party's written consent otherwise, to contribute an amount that is greater than five percent (5%) of that party's respective contribution amount as described in Section 4.1, Table 4.1.

[END OF AGREEMENT, SIGNATURES FOLLOW.]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date and year indicated herein.

CHAMPAIGN COUNTY

CITY OF CHAMPAIGN
An Illinois Municipal Corporation

By: _____

By: _____

Date: _____

Date: _____

ATTEST: _____

ATTEST: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

State's Attorney's Office

City Attorney

CITY OF URBANA
An Illinois Municipal Corporation

VILLAGE OF SAVOY
An Illinois Municipal Corporation

By: _____

By: _____

Date: _____

Date: _____

ATTEST: _____

ATTEST: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

City Attorney

Village Attorney

**Definition of 'Covered Electronics Device'
From the Consumer Electronics Recycling Act (415 ILCS 151/1-5)**

"Covered electronic device" or "CED" means any computer, computer monitor, television, printer, electronic keyboard, facsimile machine, videocassette recorder, portable digital music player that has memory capability and is battery powered, digital video disc player, video game console, electronic mouse, scanner, digital converter box, cable receiver, satellite receiver, digital video disc recorder, or small-scale server sold at retail. "Covered electronic device" does not include any of the following:

(1) an electronic device that is a part of a motor vehicle or any component part of a motor vehicle assembled by or for a vehicle manufacturer or franchised dealer, including replacement parts for use in a motor vehicle;

(2) an electronic device that is functionally or physically part of a larger piece of equipment or that is taken out of service from an industrial, commercial (including retail), library checkout, traffic control, kiosk, security (other than household security), governmental, agricultural, or medical setting, including but not limited to diagnostic, monitoring, or control equipment; or

(3) an electronic device that is contained within a clothes washer, clothes dryer, refrigerator, refrigerator and freezer, microwave oven, conventional oven or range, dishwasher, room air conditioner, dehumidifier, water pump, sump pump, or air purifier. To the extent allowed under federal and State laws and regulations, a CED that is being collected, recycled, or processed for reuse is not considered to be hazardous waste, household waste, solid waste, or special waste.

"Covered electronic device category" or "CED category" means each of the following 8 categories of residential CEDs:

(1) computers and small-scale servers;

(2) computer monitors;

(3) televisions;

(4) printers, facsimile machines, and scanners;

(5) digital video disc players, digital video disc recorders, and videocassette recorders;

(6) video game consoles;

(7) digital converter boxes, cable receivers, and satellite receivers; and

(8) electronic keyboards, electronic mice, and portable digital music players that have memory capability and are battery powered.

RESOLUTION NO. 2019 - 31

**RESOLUTION APPROVING A LETTER OF UNDERSTANDING BETWEEN
THE COUNTY OF CHAMPAIGN AND MRM**

WHEREAS, all provisions of the Illinois Consumer Electronics Recycling Act (415 ILCS 151 *et seq.*, or “CERA”), are fully enacted in 2019; and

WHEREAS, the County of Champaign opted in to participate in the manufacturers ewaste program in 2019 under CERA; and

WHEREAS, Pursuant to Section 1-25 of CERA, the Illinois Manufacturer Clearinghouse has assigned Champaign County to a “Group Plan” operated by the Electronic Manufacturers Recycling Management Company, LLC (“MRM”) to provide transportation and recycling services for e-waste on behalf of a number of electronics manufacturers for 2019.

WHEREAS, the attached Letter of Understanding has been prepared to confirm services that MRM will be providing in Champaign County for Program Year 2019 as required by CERA.

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board authorizes the County Executive to sign and acknowledge the MRM Letter of Understanding dated February 21, 2019, as attached to this Resolution.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of February, A.D., 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____



To: Ms. Susan Monte

Re: Letter of Understanding
Provision of Illinois CERA Transportation and Recycling Services

Dear Ms. Monte:

Pursuant to CERA Section 1-25 of the Illinois Consumer Electronics Recycling Act (415 ILCS 151 *et seq.*, or "CERA"), the Illinois Manufacturer Clearinghouse has assigned your county to a "Group Plan" operated by the Electronic Manufacturers Recycling Management Company, LLC ("MRM") to provide transportation and recycling services for e-waste on behalf of a number of electronics manufacturers for 2019. The MRM Illinois Group Plan represents over 25 electronics manufacturers and has been approved by the Manufacturer Clearinghouse.

We look forward to working with you to support your efforts to make electronics recycling readily available for your residents.

MRM hereby submits this Letter of Understanding ("LOU") confirming our understanding of the Services MRM will be providing in Champaign County for Program Year 2019 as required by CERA.

Please sign the acknowledgment at the end of the letter and return a copy to me so that MRM can confirm your interest and agreement to have MRM provide the Services outlined below in your jurisdiction.

The Services MRM Will Provide (the "Services"):

1. MRM understands and agrees that it is entering into this Agreement with the County of Champaign, which has authority to contract on behalf of itself and for third-party beneficiaries City of Champaign, City of Urbana, and Village of Savoy.
2. MRM will arrange for the bulk transportation and recycling of collected residential CEDs only from the collection site(s) and/or event(s) listed in Appendix A. To do so, MRM and/or MRM's contracted recycler will work with A-Team Recyclers, who is Champaign County's hired collector operating the collection site or one-day collection event(s) in Champaign County, to arrange for the timely pickup of collected devices.
3. MRM will provide Champaign County's hired collector, A-Team Recyclers, with the packaging material necessary to prepare shipments of collected residential CEDs identified in Appendix A in compliance with Subsection (e) of CERA Section 1-45 to be used for each collection event listed in Appendix A. Packaging material includes gaylords, pallets and shrink wrap necessary to package materials as required by MRM.

As may be necessary following each collection event identified in Appendix A, MRM shall fully reimburse Champaign County's hired collector, A-Team Recyclers, within 30 days of receiving an invoice from A-Team Recyclers, the cost of any additionally required packaging materials used



for each collection event identified in Appendix A that was not available for use at the site of each collection event listed in Appendix A.

4. MRM, or MRM's designee, will provide detailed packaging instructions to Champaign County's hired collector, A-Team Recyclers at least two weeks prior to the initial collection event listed in Appendix A.
5. MRM will pick up shipments of collected CEDs, based on arrangements made in advance by Champaign County's hired collector, A-Team Recyclers, and MRM or MRM's designee, with expectations that the collected weight meets or exceeds 18,000 lbs. per shipment. CERA Section 1-45(e)(2)(C) authorizes MRM to charge Champaign County's collector, A-Team Recyclers, a pro-rated under-weight fee of up to \$600 for any shipments that weigh less than 18,000 lbs.

Your County Agrees to Perform the Following Tasks:

1. Champaign County has agreed to establish and operate the collection events listed in Appendix A pursuant to the requirements of Section 1-45. MRM is not providing any collection site operation services at these sites, or any other sites in your county.
2. Champaign County agrees to operate the two collection events listed in Appendix A and intends to hire A-Team Recyclers as its collector on behalf of Champaign County in compliance with CERA. Champaign County will request that our hired collector register with the Illinois Environmental Protection Agency as required under law, and to request that such collector fulfill all the collector obligations listed in Section 1-45 of CERA. A copy of Section 1-45 is attached for reference as Appendix B.
3. If Champaign County and MRM agree that a non-county site will be used to fulfill the obligation under the CERA, Champaign County agrees to the details outlined in Appendix A, attached.
4. CED materials to be picked up by MRM must be segregated from non-CED materials and packaged in a manner to prevent breakage.
5. Champaign County will request that our hired Collector sort CEDs into their respective categories and prepare them for shipping pursuant to the requirements of CERA Section 1-45, with residential CEDs sorted into the following categories:
 - (A) computer monitors and televisions containing a cathode-ray-tube, other than televisions with wooden exteriors;
 - (B) computer monitors and televisions containing a flat panel screen;
 - (C) all covered televisions that are residential CEDs;
 - (D) computers;
 - (E) all other residential CEDs; and
 - (F) any electronic device that is not part of the manufacturer program that the collector has arranged to have picked up with residential CEDs and for which a financial arrangement has been made to cover the recycling costs outside of the manufacturer program.



6. Materials must be collected and packaged as indicated above and in accordance with the packaging instructions provided by MRM or MRM's designee to Champaign County's hired collector, A-Team Recyclers.
7. Champaign County will request that, if our collector needs to use additional packaging materials before MRM is able to deliver them to our collector, that our Collector shall, at our collector's own expense, use packaging materials of a similar quality and type as those provided by MRM, and then subsequently invoice MRM for complete reimbursement of those additionally used packaging materials used for the collection events identified in Appendix A.
8. At each collection event identified in Appendix A, Champaign County shall request that our collector arrange that CEDs must be ready to load onto a truck to ensure a full load, and that our collector load the collected CED onto truck.
9. Champaign County will request that our collector's staff be available to load the truck up to two hours before and after the county-selected pick up time for truck arrival, as may be applicable.
10. Prior to each collection event listed in Appendix A, Champaign County will request our hired collector, A-Team Recyclers, to carefully pre-arrange pickup service with the MRM-identified recycler or designee to occur at each collection event identified in Appendix A with five-day's notice of the desired pick-up date.
11. Champaign County agrees to request that our hired collector include only residential CEDs in any shipments to be picked up by MRM. MRM will not pick up any non-CED materials unless our Collector and MRM or the MRM-designated recycler reach a separate commercial arrangement.

We look forward to working with your county. We want to ensure the new recycling system works smoothly and this will require you and MRM to work together cooperatively. MRM cannot provide our Services unless your county arranges to hire a Collector to fully perform all the above tasks.

Again, we look forward to connecting to discuss working with your county for 2019. If you have any questions, please do not hesitate to contact me directly.

* * *

Sincerely,

Patricia A Conroy
Executive Director
MRM



Acknowledged and Accepted

By: _____

Title: _____

Date: _____



APPENDIX A

LIST OF SITES TO BE SERVICED BY MRM IN CHAMPAIGN COUNTY
FOR PROGRAM YEAR 2019 (January 1, 2019 to December 31, 2019)

Permanent Collection Sites N/A

1. Location: N/A

Address:
Operated by / Collector:

2. Location: N/A

Address:
Operated by / Collector:

3. Location: N/A

Address:
Operated by / Collector:

Collection Events

1. Location: Parkland College

Address: 2400 West Bradley, Champaign IL 61821

Date of Event: Saturday, May 18, 2019
Operated by / Collector: A-Team Recyclers

2. Location: Parkland College

Address: 2400 West Bradley, Champaign IL 61821

Date of Event: Saturday, October 12, 2019
Operated by / Collector: A-Team Recyclers

**Electronic Manufacturers Recycling
Management Company LLC**
5775 Wayzata Boulevard, Suite 700
Minneapolis, MN 55416
Tel: 952.582.2965



APPENDIX B

(415 ILCS 151/1-45)

Sec. 1-45. Collector responsibilities.

(a) By January 1, 2019, and by January 1 of each year thereafter for that program year, beginning with program year 2019, a person acting as a collector under a manufacturer e-waste program shall register with the Agency by completing and submitting to the Agency the registration form prescribed by the Agency. The registration form prescribed by the Agency must include, without limitation, the address of each location at which the collector accepts residential CEDs.

(a-5) The Agency may deny a registration under this Section if the collector or any employee or officer of the collector has a history of:

(1) repeated violations of federal, State, or local laws, regulations, standards, or ordinances related to the collection, recycling, or other management of CEDs;

(2) conviction in this State or another state of any crime which is a felony under the laws of this State, or conviction of a felony in a federal court; or conviction in this State or another state or federal court of any of the following crimes: forgery, official misconduct, bribery, perjury, or knowingly submitting false information under any environmental law, regulation, or permit term or condition; or

(3) gross carelessness or incompetence in handling, storing, processing, transporting, disposing, or otherwise managing CEDs.

(b) The Agency shall post on the Agency's website a list of all registered collectors.

(c) Manufacturers and recyclers acting as collectors shall so indicate on their registration under Section 1-30 or 1-40 of this Act.

(d) By March 1, 2020 and every March 1 thereafter, each collector that operates a program collection site or one-day collection event shall report, to the Agency and to the manufacturer e-waste program, the total weight, by CED category, of residential CEDs transported from the program collection site or one-day collection event during the previous program year.

(e) Each collector that operates a program collection site or one-day event shall ensure that the collected residential CEDs are sorted and loaded in compliance with local, State, and federal law. In addition, at a minimum, the collector shall also comply with the following requirements:

(1) residential CEDs must be accepted at the program collection site or one-day collection event unless otherwise provided in this Act;

(2) residential CEDs shall be kept separate from other material and shall be:

(A) packaged in a manner to prevent breakage; and

(B) loaded onto pallets and secured with plastic wrap or in pallet-sized bulk containers prior to shipping; and

(C) on average per collection site 18,000 pounds per shipment, and if not, then the recycler may charge the collector a prorated charge on the shortfall in weight, not to exceed \$600;

(3) residential CEDs shall be sorted into the following categories:

(A) computer monitors and televisions containing a cathode-ray tube, other than televisions with wooden exteriors;

(B) computer monitors and televisions containing a flat panel screen;

(C) all covered televisions that are residential CEDs;

(D) computers;

(E) all other residential CEDs; and

(F) any electronic device that is not part of the manufacturer program that the collector has arranged to have picked up with residential CEDs and for which a financial arrangement has been made to cover the recycling costs outside of the manufacturer program;



- (4) containers holding the CEDs must be structurally sound for transportation; and
 - (5) each shipment of residential CEDs from a program collection site or one-day collection event shall include a collector-prepared bill of lading or similar manifest, which describes the origin of the shipment and the number of pallets or bulk containers of residential CEDs in the shipment.
 - (f) Except as provided in subsection (g) of this Section, each collector that operates a program collection site or one-day collection event during a program year shall accept all residential CEDs that are delivered to the program collection site or one-day collection event during the program year.
 - (g) No collector that operates a program collection site or one-day collection event shall:
 - (1) accept, at the program collection site or one-day collection event, more than 7 residential CEDs from an individual at any one time;
 - (2) scrap, salvage, dismantle, or otherwise disassemble any residential CED collected at a program collection site or one-day collection event;
 - (3) deliver to a manufacturer e-waste program, through its recycler, any CED other than a residential CED collected at a program collection site or one-day collection event; or
 - (4) deliver to a person other than the manufacturer e-waste program or its recycler, a residential CED collected at a program collection site or one-day collection event.
 - (h) Beginning in program year 2019, registered collectors participating in county supervised collection programs may collect a fee for each desktop computer monitor or television accepted for recycling to cover costs for collection and preparation for bulk shipment or to cover costs associated with the requirements of subsection (e) of Section 1-45.
 - (i) Nothing in this Act shall prevent a person from acting as a collector independently of a manufacturer e-waste program.
- (Source: P.A. 100-362, eff. 8-25-17; 100-433, eff. 8-25-17.)

RESOLUTION NO. 2019 -32

RESOLUTION TO OPT-IN TO PARTICIPATE IN THE MANUFACTURER EWASTE PROGRAM IN 2020 UNDER THE ILLINOIS CONSUMER ELECTRONICS RECYCLING ACT

WHEREAS, the Illinois General Assembly and Governor enacted the Consumer Electronics Recycling Act (Public Act 100-433) on August 25, 2017; and

WHEREAS, the Consumer Electronics Recycling Act includes a convenience standard for permanent collection sites and/or one-day collection events that provides every county in the State of Illinois the opportunity to have a program for collecting Covered Electronic Devices (CEDs) from its residents; and

WHEREAS, a county, a municipal joint action agency, or a municipality with more than 1,000,000 residents may elect to participate in a manufacturer sponsored electronics collection program during program year 2020 if opting-in to participate prior to March 1, 2019; and

WHEREAS, the County of Champaign understands that it has specific duties and requirements pursuant to the Consumer Electronics Recycling Act to help coordinate the collection of CEDs, and to comply with the sorting and loading requirements for CEDs.

NOW, THEREFORE, BE IT RESOLVED, that the County of Champaign has elected to participate in the manufacturer electronics program in program year 2020 and has instructed County staff to complete and submit the necessary documentation by the deadline of March 1, 2019.

PRESENTED, ADOPTED, APPROVED, and RECORDED this 21st day of February A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

RESOLUTION NO. 2019-39

TRANSFER OF FUNDS

February 2019

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 #18-00010

Fund 080 General Corporate
Dept. 023 Recorder

TRANSFER TO ACCOUNT

AMOUNT

TRANSFER FROM ACCOUNT

511.03 Regular Full-time Employees

\$10

522.02 Office Supplies

REASON: to Cover Shortage in Payroll

PRESENTED, ADOPTED, APPROVED by the County Board this 21th day of February A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest:

Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved:

Darlene A. Kloepfel, County Executive
Date: _____

RESOLUTION NO. 2019-40

TRANSFER OF FUNDS

February 2019

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 #18-00012

Fund 091 Animal Control
Dept. 247 Animal Warden Services,
047 Animal Control Administration

TRANSFER TO ACCOUNT

AMOUNT

TRANSFER FROM ACCOUNT

047-533.30 Gas Service	1,000	247-513.06 Employee Health/Life Insurance
047-533.07 Professional Services	2,800	247-513.06 Employee Health/Life Insurance
047-533.20 Insurance	3,100	247-513.06 Employee Health/Life Insurance
047-533.29 Computer/Information Technology Services	1,300	247-513.06 Employee Health/Life Insurance

REASON: Transfer to Cover Cost of Insurance Line Shortage, Shortage in Gas and Electric Services, and to Cover Tag Sale Reimbursement Costs. FY2018 Under Budgeted in These 3 Lines

PRESENTED, ADOPTED, APPROVED by the County Board this 21th day of February A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

RESOLUTION NO. 2019-41

BUDGET AMENDMENT

February 2019

FY 2019

WHEREAS, The County Board has approved the following amendment to the FY2019 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2019 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2019 budget.

Budget Amendment #19-00011

Fund: 110 Workforce Development
Dept. 849 Workforce Innovation

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:

511.03 Regular Full-time	75,000
511.04 Part-time Employees	6,000
511.05 Temporary Salaries & Wages	5,000
513.01 Social Security-Employer	6,579
513.02 IMRF-Employer Cost	4,795
513.04 Workers' Compensation Insurance	500
513.05 Unemployment Insurance	1,240
513.06 Employee Health/Life Insurance	7,000
522.02 Office Supplies	4,000
522.44 Equipment Less Than 5,000	10,000
533.07 Professional Services	50,000
533.12 Job-Required Travel	2,500
533.87 Indirect Costs/Overhead	<u>36,450</u>

Total 209,064

Increased Revenue:

332.22 Labor-WIA Youth Activities	82,000
332.23 Labor-WIA Adult Program	92,064
332.24 Labor-WIA Dislocated Worker	<u>35,000</u>

Total 209,064

REASON: Receipt of Federal Pass-through Workforce Innovation and Opportunity Act Funding for an Innovative Pilot and Research Project. Funding will Support the Transition and Implementation of U.S. Department of Labor Directive for the Re-alignment of the Local Workforce Area of Champaign, Piatt, Iroquois, and Ford Counties, to include Douglas County.

PRESENTED, ADOPTED, APPROVED by the County Board this 21st day of February A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

RESOLUTION NO. 2019-42

RESOLUTION FOR AUTHORIZATION OF SIGNATURES FOR THE CHAMPAIGN COUNTY
TREASURER'S ACCOUNTS, CHAMPAIGN COUNTY COLLECTOR'S ACCOUNTS, AND
INVESTMENT INSTRUMENTS OR INVESTMENT ACCOUNTS

WHEREAS, Laurel Lunt Prussing, Champaign County Treasurer, requests that the County Board of the County of Champaign approve authorization of signatures for deposit of funds, and

WHEREAS, all demand accounts and investment accounts with sweep features established as Champaign County Treasurer's accounts will require the following signatures: 1) Laurel Lunt Prussing, Champaign County Treasurer, and 2) George Danos, County Auditor.

NOW THEREFORE BE IT RESOLVED that all checking accounts established as Champaign County Collector's accounts will require the following signatures: 1) Laurel Lunt Prussing, Champaign County Treasurer-Collector, and 2) Amy Foster, Deputy Treasurer.

BE IT FURTHER RESOLVED that all term investment accounts shall require signatures of Champaign County Treasurer-Collector Laurel Lunt Prussing or Deputy Treasurer Amy Foster.

BE IT FURTHER RESOLVED that any investment withdrawn must be re-deposited into designated checking accounts as approved above. Reinvestment of matured investments and interest earned may be directly deposited to the investments accounts. All revenues, except investment interest to be reinvested, and all approved expenditures to be paid shall be processed through the above designated checking accounts.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of February 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

RESOLUTION NO. 2019-43

RESOLUTION FOR AUTHORIZATION OF FACSIMILE SIGNATURES FOR THE CHAMPAIGN COUNTY TREASURER'S ACCOUNTS AND CHAMPAIGN COUNTY COLLECTOR'S ACCOUNTS

WHEREAS, Laurel Lunt Prussing, Champaign County Treasurer, requests that the County Board of the County of Champaign approve authorization of facsimile signatures for disbursement of funds.

NOW THEREFORE BE AND IT IS HEREBY RESOLVED, that the financial institutions which have been designated as a depository of the funds of Champaign County in which a disbursement account is maintained is hereby authorized and directed to honor checks or drafts for the payment of money drawn on said account in the name of Champaign County, Champaign County Treasurer when bearing or purporting to bear the signatures of Laurel Lunt Prussing, County Treasurer and George Danos, County Auditor.

BE IT FURTHER RESOLVED that the financial institutions which have been designated as a depository of the funds of the Champaign County Collector in which a disbursement account is maintained is hereby authorized and directed to honor checks or drafts for the payment of money drawn on said account in the name of Champaign County, Champaign County Treasurer when bearing or purporting to bear the facsimile signatures of Laurel Lunt Prussing, County Treasurer, and/or Amy Foster, Deputy County Treasurer.

BE IT FURTHER RESOLVED that all term investment accounts shall require signatures of Champaign County Treasurer-Collector Laurel Lunt Prussing or Deputy Treasurer Amy Foster.

BE IT FURTHER RESOLVED that the financial institutions shall be entitled to honor and to charge the Account of Champaign County, the Champaign County Treasurer or Champaign County Collector for all checks or drafts regardless of by whom or by what means the facsimile signature or signatures may have been affixed, if such facsimile signatures resemble the facsimile specimens duly certified to be filed with such financial institutions.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of February 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

RESOLUTION NO. 2019-44

RESOLUTION AUTHORIZING REIMBURSEMENT OF TRAVEL EXPENSE
TO COUNTY BOARD MEMBER PURSUANT TO CHAMPAIGN COUNTY TRAVEL POLICY

WHEREAS, Ordinance No. 2018-5, adopted October 18, 2018, establishes the Travel Regulations for Champaign County, Illinois which applies to all Elected Officials, Appointed Officials and Employees of the County of Champaign, regardless of source of funds; and

WHEREAS, Article VII.-A. of Ordinance 2018-5 specifies that "Approval of Travel Expenses for Members of the County Board; 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" and

WHEREAS, County Board Member Charles Young has submitted the attached invoice for reimbursement of travel expense to attend UCCI training for new county board members held in Springfield, Illinois on January 28, 2019, for the amount of \$100.57; and

WHEREAS, reimbursement of funds would come from the County Board Conferences & Training line item, which was budgeted for \$2000 for FY19 and has a current balance of \$2,000,

BE IT THEREFORE RESOLVED that the County Board approves said travel reimbursement to Charles Young in the amount of \$100.57 from the County Board Conferences & Training account 080-010-533.95.

PRESENTED, ADOPTED, APPROVED by the County Board this 21th day of February A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

RESOLUTION NO. 2019-45

RESOLUTION AUTHORIZING REIMBURSEMENT OF TRAVEL EXPENSE
TO COUNTY BOARD MEMBER PURSUANT TO CHAMPAIGN COUNTY TRAVEL POLICY

WHEREAS, Ordinance No. 2018-5, adopted October 18, 2018, establishes the Travel Regulations for Champaign County, Illinois which applies to all Elected Officials, Appointed Officials and Employees of the County of Champaign, regardless of source of funds; and

WHEREAS, Article VII.-A. of Ordinance 2018-5 specifies that "Approval of Travel Expenses for Members of the County Board; 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" and

WHEREAS, County Board Member Lorraine Cowart has submitted the attached invoice for reimbursement of travel expense to attend UCCI training for new county board members held in Springfield, Illinois on January 28, 2019, for the amount of \$100.57; and

WHEREAS, reimbursement of funds would come from the County Board Conferences & Training line item, which was budgeted for \$2000 for FY19 and has a current balance of \$2,000,

BE IT THEREFORE RESOLVED that the County Board approves said travel reimbursement to Lorraine Cowart in the amount of \$100.57 from the County Board Conferences & Training account 080-010-533.95.

PRESENTED, ADOPTED, APPROVED by the County Board this 21th day of February A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

RESOLUTION NO. 2019-46

RESOLUTION ABATING CERTAIN TAXES HERETO LEVIED TO PAY THE PRINCIPAL OF AND INTEREST ON VARIOUS OUTSTANDING BONDS OF THE COUNTY OF CHAMPAIGN, ILLINOIS.

WHEREAS, the County Board (the "*Board*") of The County of Champaign, Illinois (the "*County*"), by Ordinance Number 592 (the "*1999 Ordinance*"), did provide for the issue of \$23,800,000 General Obligation (Public Safety Sales Tax Alternate Revenue Source) Bonds, Series 1999 (the "*1999 Bonds*"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the 1999 Bonds; and

WHEREAS, the Board, by Ordinance Number 948 (the "*2014 Ordinance*"), did provide for the issue of \$9,795,000 General Obligation Refunding Bonds (Public Safety Sales Tax Alternate Revenue Source), Series 2014 (the "*2014 Bonds*"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the 2014 Bonds; and

WHEREAS, the Board, by Ordinance Number 968 (the "*2015 Ordinance*"), did provide for the issue of \$2,535,000 General Obligation Refunding Bonds (General Sales Tax Alternate Revenue Source), Series 2015 (the "*2015 Bonds*"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the 2015 Bonds; and

WHEREAS, the Board, by Ordinance Number 982 (the "*2016 Ordinance*" and collectively with the 1999 Ordinance, the 2014 Ordinance and the 2015 Ordinance, the "*Bond Ordinances*"), did provide for the issue of \$3,775,000 General Obligation Refunding Bonds (Public Safety Sales Tax Alternate Revenue Source), Series 2016 (the "*2016 Bonds*" and collectively with the 1999 Bonds, the 2014 Bonds and the 2015 Bonds, the "*Outstanding Alternate Bonds*"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the 2016 Bonds; and

WHEREAS, the Pledged Revenues (as defined in each Bond Ordinance) have been irrevocably deposited in the respective account of the respective Bond Fund (as defined and further described in each Bond Ordinance) in amounts sufficient to pay all principal of and interest on the respective Outstanding Alternate Bonds in the next succeeding bond year; and

WHEREAS, it is necessary and in the best interests of the County that the taxes heretofore levied for the year 2018 to pay the principal of and interest on the Outstanding Alternate Bonds be abated in their entirety:

NOW THEREFORE Be It and It is Hereby Resolved by the County Board of The County of Champaign, Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

Section 2. Abatement of Taxes. The taxes heretofore levied for the year 2018 in each of the Bond Ordinances for each series of the Outstanding Alternate Bonds are hereby abated in their entirety.

Section 3. Filing of Resolution. Forthwith upon the adoption of this Resolution, a certified copy hereof shall be filed with the County Clerk of the County.

Section 4. Severability. If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 5. Repeal. All resolutions or parts thereof in conflict herewith be and the same are hereby repealed, and this Resolution shall be in full force and effect forthwith upon its adoption.

Presented, Adopted, Approved on February 21, 2019.

Giraldo Rosales, County Board Chair

APPROVED: _____
Darlene Kloepfel, County Executive
Date: _____

RECORDED & ATTEST:

Aaron Ammons, County Clerk
Date: _____

STATE OF ILLINOIS)
) SS
COUNTY OF CHAMPAIGN)

FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Champaign, Illinois, and as such official I do further certify that on the 21st day of February, 2019, there was filed in my office a duly certified copy of Resolution No. _____ entitled:

RESOLUTION abating certain taxes hereto levied to pay the principal of and interest on various outstanding bonds of The County of Champaign, Illinois.

duly adopted by the County Board of the County on the 21st day of February, 2019, and that the same has been deposited in the official files and records of my office.

IN WITNESS WHEREOF I hereunto affix my official signature and the seal of said County this ____ day of February, 2019.

Aaron Ammons, County Clerk

[SEAL]

RESOLUTION NO. 2019-47

AUTHORIZATION FOR A LOAN TO THE GENERAL CORPORATE FUND FROM THE PUBLIC SAFETY SALES TAX FUND

WHEREAS, The General Corporate Fund may need a loan of up to \$1,500,000 for a period not to exceed twelve months to cover cash shortfalls; and

WHEREAS, The Public Safety Sales Tax Fund has adequate reserves to make this short-term loan; and

WHEREAS, The loan can be traced to public safety expenditures for the period of the loan, including but not limited to, salaries and operating expenses for the offices of the Sheriff and the State's Attorney; and

WHEREAS, The FY2019 tax levy for the General Corporate Fund is \$12,415,810; and

WHEREAS, There is an outstanding General Corporate Fund Promissory Note issued in the amount of \$1,980,400; and

WHEREAS, There are no outstanding General Corporate Fund tax anticipation warrants,

NOW, THEREFORE, BE IT RESOLVED That pursuant to 55 ILCS 5/5-1006.5, 55 ILCS 5/5-1016, 55 ILCS 5/3-10014, the Champaign County Board approves a loan of up to \$1,500,000 from the Public Safety Sales Tax Fund to the General Corporate Fund for a period not to exceed twelve months; and

BE IT FURTHER RESOLVED That the County Auditor and County Treasurer are hereby authorized and requested to advance the above sum and to repay this advance within twelve months from the General Corporate Fund.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of February, A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

RESOLUTION NO. 2019-48

RESOLUTION APPOINTING THOMAS ANDERSON
TO THE ZONING BOARD OF APPEALS

WHEREAS, Darlene A. Kloepfel, County Executive has submitted to the County Board her appointment of Thomas Anderson to the Zoning Board of Appeals; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 55 ILCS 5/5-12010;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Thomas Anderson to the Zoning Board of Appeals for a term commencing December 1, 2018 and ending November 30, 2023; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Thomas Anderson 2206 Brownfield Road, Urbana IL 61802.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of February A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

RESOLUTION NO. 2019-49

RESOLUTION APPOINTING BREADEN BELCHER TO THE
CHAMPAIGN COUNTY LINCOLN LEGACY COMMITTEE

WHEREAS, Darlene A. Kloepfel has submitted to the County Board her 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 a term beginning March 1, 2019 and ending February 28, 2022;
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, by the County Board this 21st day of February A.D.
2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

RESOLUTION NO. 2019-50

**RESOLUTION APPOINTING NANCY GREENWALT TO THE
CHAMPAIGN COUNTY RURAL TRANSIT ADVISORY GROUP**

WHEREAS, Darlene A. Kloepfel, County Executive, has submitted to the County Board her appointment of Nancy Greenwalt 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 Nancy Greenwalt to the Champaign County Rural Transit Advisory Group for a term beginning January 1, 2019 and ending December 31, 2020; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Nancy Greenwalt, 819 Bloomington Road, Champaign, IL 61820.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of February A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

RESOLUTION NO. 2019-51

RESOLUTION APPOINTING TAWANNA NICKENS TO THE
CHAMPAIGN COUNTY RURAL TRANSIT ADVISORY GROUP

WHEREAS, Darlene A. Kloeppe, County Executive, has submitted to the County Board her appointment of Tawanna Nickens 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 Tawanna Nickens to the Champaign County Rural Transit Advisory Group for a term beginning January 1, 2019 and ending December 31, 2020; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Tawanna Nickens, 1212 Cambridge Drive, Rantoul, IL 61866.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of February A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppe, County Executive
Date: _____

RESOLUTION NO. 2019-52

RESOLUTION APPOINTING NATHAN MONTGOMERY TO THE
CHAMPAIGN COUNTY RURAL TRANSIT ADVISORY GROUP

WHEREAS, Darlene A. Kloeppel, County Executive, has submitted to the County Board her appointment of Nathan Montgomery 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 Nathan Montgomery to the Champaign County Rural Transit Advisory Group for a term beginning January 1, 2019 and ending December 31, 2020; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Nathan Montgomery, 407 N. Harrison Street, Philo, IL 61864.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of February A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

RESOLUTION NO. 2019-53

RESOLUTION APPOINTING MARY SLEETH TO THE
CHAMPAIGN COUNTY RURAL TRANSIT ADVISORY GROUP

WHEREAS, Darlene A. Kloepfel, County Executive, has submitted to the County Board her appointment of Mary Sleeth 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 Mary Sleeth to the Champaign County Rural Transit Advisory Group for a term beginning January 1, 2019 and ending December 31, 2020; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Mary Sleeth, 602 Woodland Drive, PO Box 66, St. Joseph, IL 61873.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of February A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

RESOLUTION NO. 2019-54

RESOLUTION SUPPORTING THE NOMINATION OF CHAMPAIGN COUNTY REGIONAL PLANNING COMMISSION'S INDEPENDENT SERVICE COORDINATION UNIT FOR A NATIONAL ASSOCIATION OF COUNTIES 2019 ACHIEVEMENT AWARD.

WHEREAS, Champaign County Regional Planning Commission's Independent Service Coordination Unit offers additional services to County residents, in response to assessed needs; and

WHEREAS, the Champaign County specific services ensure that residents who have intellectual and/or developmental disabilities have better access to, input in, and control over the services and supports they choose; and

WHEREAS, this enhancement is a locally funded program, Decision Support/Person Centered Planning (for I/DD), expanded over the last four years and administered through the Independent Service Coordination Unit; and

WHEREAS, the funding is provided by the Champaign County Developmental Disabilities Board, which partners with the Champaign County Mental Health Board on identifying unmet needs and responding to local concerns; and

WHEREAS, the Champaign County Developmental Disabilities Board and Champaign County Mental Health Board share an interest in the welfare of this population; and

WHEREAS, this interest aligns with the mission of the Champaign County Board; and

WHEREAS, the service activities, performance outcomes, and accountability of this noteworthy County program meet or exceed the standards described in the National Association of Counties' 2019 Achievement Awards, Human Services Category; and

NOW, THEREFORE, BE IT RESOLVED by the County Board of Champaign County, Illinois, to authorize the Board Chair to sign the shared letter of support for nomination of the Decision Support/Person Centered Planning (for I/DD) program to the National Association of Counties' 2019 Achievement Awards, to be submitted by the Champaign County Developmental Disabilities Board and Champaign County Mental Health Board.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of February A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

**RESUME OF MINUTES OF A REGULAR MEETING OF THE
COUNTY BOARD, CHAMPAIGN COUNTY, ILLINOIS
January 24, 2019**

The County Board of Champaign County, Illinois met at a Regular Meeting, Thursday, January 24, 2019, at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois with Darlene Kloepfel presiding and Dan Busey as Clerk of the Meeting.

ROLL CALL

Roll call showed the following members present: Eisenmann, Esry, Fortado, Harper, Ingram, King-Taylor, McGuire, Patterson, Stohr, Summers, Taylor, Thorsland, Vachaspati, Wolken, Young, Clemmons, Clifford, and Cowart – 18; and the following members absent: Goss, Rector, Tinsley, and Rosales – 4. Thereupon, the County Executive declared a quorum present and the Board competent to conduct business. Board Member Clifford left the meeting after roll call.

PRAYER & PLEDGE OF ALLEGIANCE

County Executive Kloepfel 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 January 3, 10, and 17, 2019.

APPROVAL OF AGENDA/ADDENDA

Board Member Vachaspati offered the motion to approve the Agenda/Addenda; seconded by Board Member King-Taylor. Approved by voice vote.

DATE/TIME OF NEXT MEETINGS

Standing Committees

The County Facilities Committee will meet Tuesday February 5, 2019 @ 6:30 P.M. for a County Board Member Tour of Satellite Jail, 502 S. Lierman, Urbana; followed by a Tour of Downtown Jail, 204 E. Main, Urbana; Facilities Meeting to follow in Sheriff's Conference Room, 204 E. Main, Urbana; the next Environment and Land Use Committee Meeting will be held on Thursday, February 7, 2019 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center; the next Highway and Transportation Committee Meeting will be held Friday February 8, 2019 at 9 A.M. in the Fleet Maintenance Facility.

Committee of the Whole

The next Committee of the Whole for Finance; Justice & Social Services; Policy,

Champaign County Board
January 24, 2019

Personnel, & Appointments will be held Tuesday, February 12, 2019 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

County Board

The County Board Photo will take place Thursday, February 21, 2019 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, February 21, 2019 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

PUBLIC PARTICIPATION

Jared Clem addressed the Board regarding the economic opportunity of the proposed Solar Farm. Dorothy Vura-Weis addressed the Board regarding the Champaign County Jail Population.

CONSIDERATION OF CONSENT AGENDA ITEMS BY OMNIBUS VOTE

Highway & Transportation

Adoption of Resolution No. 2019-4 Appropriating \$3,100,000 from County Motor Fuel Tax Funds for the Improvement of County Highway 9 Section #18-00449-00-RS.

Adoption of Resolution No. 2019-5 Appropriating \$55,000 from the County Bridge Funds for the Repair of the Taylor Bridge on County Highway 9 Section #18-00065-00-BR.

Finance

Adoption of Resolution No. 2019-10 Authorizing Budget Amendment 18-00076 Fund 080 General Corporate / Dept. 042 Coroner
Increased Appropriations: \$16,375
Increased Revenue: \$7,478

Reason: to Cover End of Year Former Employee Benefit Payout and Part-time Staff Additional Coverage. Reimburse Autopsy Line Item for Fees Collected for Lab Expenses of Other Counties and Additional Champaign County Autopsy Expenses through End of December.

Adoption of Resolution No. 2019-11 Authorizing Budget Amendment 18-00077 Fund 685 Specialty Courts / Dept. 031 Circuit Court
Increased Appropriations: \$2,000
Increased Revenue: \$2,000

Reason: Increased Revenue was Received and will be Used to Cover Increased Drug Court Expenditures.

Champaign County Board
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Adoption of **Resolution No. 2019-12** Authorizing Budget Amendment 18-00081
Fund 621 State's Attorney Drug Forfeitures / Dept. 041 State's Attorney
Increased Appropriations: \$10,000
Increased Revenue: None: from Fund Balance
Reason: An Increase in Appropriations for End of Year Expenses. Increase will come from Fund Balance.

Adoption of **Resolution No. 2019-13** Authorizing Budget Amendment 18-00082
Fund 080 General Corporate / Dept. 041 State's Attorney
Increased Appropriations: \$1,831
Increased Revenue: \$1,831
Reason: Increase in Appropriations to Match State Approved and Funded Increase to State's Attorney Salary.

Adoption of **Resolution No. 2019-14** Authorizing Budget Transfer 18-00008
Fund 080 General Corporate / Dept. 041 State's Attorney
Total Amount: \$23,918
Reason: Transfer of Personnel Appropriations to Pay for Personnel Expenses in Fund 675 Due to Loss of Grant Funding.

Adoption of **Resolution No. 2019-15** Authorizing Budget Amendment 18-00086
Fund 610 Working Cash / Dept. 026 County Treasurer
Increased Appropriations: \$3,787
Increased Revenue: \$3,787
Reason: Earned More Interest Than Anticipated.

Adoption of **Resolution No. 2019-16** Authorizing Budget Amendment 19-00006
Fund 075 Regional Planning Commission / Dept. 847 Permanent Supportive Housing-Physical Disabilities-Even
Increased Appropriations: \$26,000
Increased Revenue: \$26,000
Reason: to Accommodate Alternating Program Years to Provide Subsidized Rental Assistance for Low-Income Disabled Adults.

Adoption of **Resolution No. 2019-17** Authorizing Budget Amendment 19-00007
Fund 075 Regional Planning Commission / Dept. 848 Champaign County Safety Forecasting Tool
Increased Appropriations: \$184,200
Increased Revenue: \$184,200
Reason: Provides for the Development of a Safety Forecasting Tool for Estimating Future Crashes and Projections of Average Daily Traffic Using the Travel Demand Model. This Tool will Provide a Platform to Select and Prioritize Projects on Safety, Guide Corridor and Intersection Safety Enhancements, and Support Cost-Benefit Analyses of Future Projects. It will be a Data-Driven Tool

Champaign County Board
January 24, 2019

Which will Require Geometric Information of Intersections and Corridor Segments.

Adoption of **Resolution No. 2019-18** Authorizing Budget Amendment 19-00008
Fund 850 Geographic Information System Joint Venture / Dept. 111
Operations & Administration
Increased Appropriations: \$42,000
Increased Revenue: \$27,000

Reason: for Acquisition of LIDAR through USGS 3D Elevation Program. The Majority of the Expenditure to be Paid with Pass through Funds from the Member Agencies as Reflected in the Requested Revenue Increases. Funds from the CCGISC Fund Balance will be Used for the Remainder of the Expenditure.

Adoption of **Resolution No. 2019-19** Authorizing Shelter Medicine Agreement Between the Board of Trustees of the University of Illinois and Champaign County Animal Control.

Adoption of **Resolution No. 2019-20** Authorizing an Intergovernmental Agreement for Cost Sharing of Extended Warranty for National Ballistic Information Network Equipment, Technical Support, and Training.

Adoption of **Resolution No. 2019-21** Amending the Schedule of Authorized Positions for the Circuit Clerk of Champaign County.

Adoption of **Resolution No. 2019-3** Authorizing the Application, and If Awarded, the Acceptance of the Pre-Disaster Hazard Mitigation Planning Grant.

Policy, Personnel, & Appointments

Adoption of **Resolution No. 2019-22** Appointing Cynthia E. Cunningham to the Sheriff's Merit Commission, Term 12/1/2018-11/30/2024.

Adoption of **Resolution No. 2019-23** Appointing Current Member Ryan Elwell as Chair of the Zoning Board of Appeals, Term 1/1/2019-11/30/2022.

Adoption of **Resolution No. 2019-24** Appointing Lori Larson to the Champaign County Rural Transit Advisory Group, Term 1/1/2019-12/31/2020.

Adoption of **Resolution No. 2019-25** Appointing Mitchel Swim to the Eastern Illinois Economic Development Authority Board of Directors, Term 1/21/2019-1/19/2025.

Board Member Cowart offered the motion to approve the Consent Agenda; seconded by Board Member Vachaspati. County Executive Kloeppel asked the Clerk to call the roll.

Consent Agenda approved by roll call vote.

Champaign County Board
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Yeas: Eisenmann, Esry, Fortado, Harper, Ingram, King-Taylor, McGuire,
Patterson, Stohr, Summers, Taylor, Thorsland, Vachaspati, Wolken,
Young, Clemmons, and Cowart – 17;

Nays: None;

Absent: Goss, Rector, Tinsley, Clifford, and Rosales – 5.

COMMUNICATIONS

There were no Communications brought before the Board.

APPROVAL OF MINUTES

Board Member Harper offered a motion to approve the Final Minutes for Committees Established for Champaign County Nursing Home: RFP 2018-001 Evaluation Review Committee from April 23, 2018 and Nursing Home Board of Directors from October 1, 2018; the minutes of the Regular County Board Meeting from December 18, 2018, and the minutes of the Special County Board Meeting from January 15, 2019; seconded by Board Member Thorsland. Approved by voice vote.

AREAS OF RESPONSIBILITY

Highway & Transportation

Summary of action taken at the January 4, 2019 meeting was received and placed on file.

Environment & Land Use

Summary of action taken at the January 10, 2019 meeting was received and placed on file.

Board Member Esry, Chair, recommended the Adoption of **Ordinance No. 2019-1** Granting a Special Use Permit in Zoning Case 898-S-18 "Prairie Solar 1" Utility- Scale PV Solar Farm; seconded by Board Member McGuire. Discussion followed.

Adopted by roll call vote.

Yeas: Esry, Fortado, Ingram, King-Taylor, McGuire, Patterson, Stohr, Summers, Taylor, Thorsland, Vachaspati, Wolken, Young, Clemmons, and Cowart - 15;

Nays: Eisenmann and Harper – 2.

AREAS OF RESPONSIBILITY

Finance

Board Member Fortado, recommended the Adoption of **Resolution No.2019-8** Authorizing Budget Amendment 19-00005

Champaign County Board
January 24, 2019

Fund 075 Regional Planning Commission / Dept. 870 Weatherization –
NICOR

Increased Appropriations: \$85,000

Increased Revenue: \$85,000

Reason: to Accommodate a New Contract with NICOR that Supplements the Illinois Home Weatherization Assistance Program. This Contract will Provide Enhanced Weatherization Services in Northern Champaign County, Including Insulation, Air Sealing, and Health & Safety Measures for an Additional 10 Income-Eligible Households; seconded by Board Member Cowart. Discussion followed.

Adopted by 15 vote required roll call vote.

Yeas: Eisenmann, Esry, Fortado, Harper, Ingram, King-Taylor, McGuire, Patterson, Stohr, Summers, Taylor, Thorsland, Vachaspati, Wolken, Young, Clemmons, and Cowart – 17;

Nays: None.

NEW BUSINESS

Finance

Board Member King-Taylor recommended the Adoption of **Resolution No. 2019-6** Authorizing Payment of Claims; Seconded by Board Member Taylor. Discussion followed. Adopted by voice vote.

Board Member Vachaspati recommended the Adoption of **Resolution No. 2019-7** Authorizing Purchases Not Following Purchasing Policy; seconded by Board Member Patterson. Discussion followed. Adopted by voice vote.

County Executive Kloeppel informed the Board that the Memorandum-Chief Deputy County Auditor-Promissory Note (Information Only) was placed on file.

Board Member Fortado recommended Adoption of **Ordinance No. 2019-2** An Ordinance Providing for the Issuance of an Approximately \$1,980,400 Taxable General Obligation Promissory Note, Series 2019, for the Purpose of Financing Certain Outstanding Operating Expenses Relating to the County's Nursing Home, Providing for the Security for and Payment of Said Note, and Authorizing the Sale of Said Note to the Purchaser Thereof; seconded by Board Member Cowart. Board Member McGuire moved to suspend the rules to vote on **Ordinance No. 2019-2** and **Resolution No. 2019-9**; seconded by Board Member Esry. The motion was approved by voice vote. Discussion followed.

Ordinance No. 2019-2 was adopted by roll call vote.

Yeas: Eisenmann, Esry, Fortado, Ingram, King-Taylor, McGuire, Patterson, Stohr, Summers, Taylor, Thorsland, Vachaspati, Wolken, Young, and Cowart – 15;

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January 24, 2019

Nays: Harper and Clemmons – 2.

Board Member Fortado recommended the Adoption of **Resolution No. 2019-9**
Authorizing Budget Amendment 19-00010

Fund 080 General Corporate / Dept. 013 Debt Service

Increased Appropriations: \$2,079,750

Increased Revenue: \$1,980,400

Reason: Budget Amendment to Receive Revenue from Issuance of a Taxable General Obligation Promissory Note Issued for the Purpose of Managing General Fund Cash Flow after Transferring Funds to the Nursing Home for Payment of Outstanding Accounts Payable; and Appropriation to Repay the Principal Amount of the Note, Plus Related Interest and Issuance Costs; seconded by Board Member Patterson. Discussion followed.

Adopted by 15 vote required roll call vote.

Yeas: Eisenmann, Esry, Fortado, Ingram, King-Taylor, McGuire, Patterson, Stohr, Summers, Taylor, Thorsland, Vachaspati, Wolken, Young, Clemmons, and Cowart – 16;

Nays: Harper – 1.

Nursing Home Reports (Information Only)

a. Cash Flow Report – December 2018

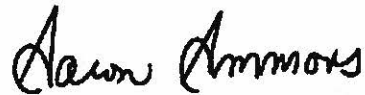
b. Nursing Home Financial Report – SAK Management -Census Summary. Placed on file.

OTHER BUSINESS

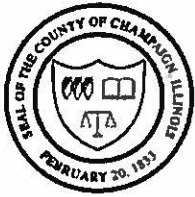
There was no other business.

ADJOURN

County Executive Kloeppel adjourned the Meeting at 7:34 P.M.



Aaron Ammons, 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 February 5, 2019 Meeting**

MEMBERS PRESENT: Stan Harper, Steve Summer, Mike Ingram, Jon Rector, Leah Taylor, James Tinsley, Jodi Wolken

MEMBERS ABSENT: Charles Young

<u>Agenda Item</u>	<u>Action Taken</u>
I. Call to Order	8:52 pm
II. Approval of Agenda/Addenda	Approved
III. Approval of Minutes – November 7, 2018	Approved
IV. Public Participation	None
V. Communications	Notified committee we will be using a tape recorder for tonight's meeting.
VI. New Business	RECOMMEND COUNTY BOARD APPROVAL to Award Contract to Scanlon Excavating and Concrete, Inc. for the construction of the Art Bartell Sidewalk Project
A. Approval of Contract ITB#2019-001 Art Bartell Sidewalk Project	
i. Bid Tabulation	
ii. Bailey Edward Architecture Recommendation	
B. Approval of Bailey Edward Contract to provide design/bid documents, for the JDC Roof Replacement Project	<i>*RECOMMEND COUNTY BOARD APPROVAL to Award Contract to Bailey Edward Architecture to Design/Develop Bid Documents for JDC Roof Replacement Project</i>
C. 10-Year Capital Asset Plan Updated 10/2/18	Reviewed
D. Video Security System at the Courthouse	Discussion
VII. Other Business	None
VIII. Presiding Officer's Report	Next Meeting March 5, 2019
IX. Designation of Items to be Placed on the Consent Agenda	Item VI B
X. Adjournment	9:25 P.M.

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

RESOLUTION NO. 2019-26

RESOLUTION APPROVING AWARD OF CONTRACT TO SCANLON EXCAVATING AND CONCRETE, INC. PURSUANT TO ITB 2019-001 FOR CONSTRUCTION OF THE ART BARTELL SIDEWALK PROJECT

WHEREAS, The ITB 2019-001 was released on December 20, 2019; and

WHEREAS, pursuant to the parameters and guidelines established by ITB 2019-001, the Facilities Committee recommended to the County Board on February 5, 2019 the award of contract to Scanlon Excavating and Concrete, Inc. in the amount of \$225,815.00; and

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approves the award of contract to Scanlon Excavating and Concrete, Inc. pursuant to ITB 2019-001 for the Art Bartell Sidewalk Project for the amount of \$225,815.00 and authorizes the County Executive to execute that Agreement.

PRESENTED, PASSED, APPROVED, AND RECORDED this 21st day of February A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

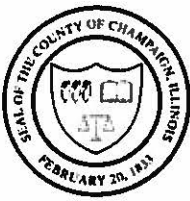
Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

**BID TABULATION
CHAMPAIGN COUNTY
ART BARTELL DRIVE - SIDEWALK**

2:00pm January 25, 2019

CONTRACTOR	Addendum		Bid Bond	Base Bid	Alternate #1 Sidewalk to Nursing Home	Total
	1	2				
AA Concrete	x	x	x	\$260,328.07	\$14,728.00	\$275,056.07
A&R Services	x	x	x	\$280,065.00	\$18,510.00	\$298,575.00
Cross Construction	x	x	x	\$231,131.00	\$12,269.00	\$243,400.00
Duce Construction	x	x	x	\$237,750.00	\$13,000.00	\$250,750.00
Feutz	x	x	x	\$289,525.00	\$14,235.00	\$303,760.00
Midwest Asphalt	x	x	x	\$268,168.00	\$20,445.00	\$288,613.00
Mid Illinois Concrete	x	x	x	\$312,100.00	\$13,085.00	\$325,185.00
Otto Baum	x	x	x	\$247,353.00	\$13,179.00	\$260,532.00
Scanlon	x	x	x	\$202,815.00	\$23,000.00	\$225,815.00
Wick Concrete - Late						



**CHAMPAIGN COUNTY BOARD
ENVIRONMENT AND LAND USE COMMITTEE
Summary of Action Taken at the February 7, 2019 Meeting**

MEMBERS PRESENT: Aaron Esry, Jodi Eisenmann, Jim Goss, Kyle Patterson, Eric Thorsland
MEMBERS ABSENT: Stephanie Fortado, Tanisha King-Taylor

<u>Agenda Item</u>	<u>Action Taken</u>
I. Call to Order	6:30 p.m.
II. Roll Call	5 committee members present
III. Approval of Agenda	Approved as distributed
IV. Approval of Minutes – November 8, 2018	Approved as amended
V. Public Participation	Michael Butler, Chris Stohr
VI. Communications	Esry asked all to speak directly into microphones
VII. New Business: For Information Only	
A. Notice of Non-Compliance with Illinois Noxious Weed Law	None
B. Residential Electronics Collection annual report for 2018	None
VIII. New Business: Items to be Recommended to the County Board	
A. Resolution Appointing Recycling Coordinator for Champaign County	<i>*RECOMMEND County Board approval Appointing Recycling Coordinator for Champaign County</i>
B. Resolutions Authorizing Residential Electronics Collection in 2019	
i. Agreement between Collector, Coordinator, and Host Site for Residential Electronics Collection Events in 2019	<i>*RECOMMEND County Board approval for Agreement between Collector, Coordinator, and Host Site for Residential Electronics Collection Events in 2019</i>
ii. Intergovernmental Agreement between the County of Champaign, the City of Champaign, the City of Urbana, and the Village of Savoy to Share Costs of Residential Electronics Collection Events in 2019	<i>*RECOMMEND County Board approval for Intergovernmental Agreement between the County of Champaign, the City of Champaign, the City of Urbana, and the Village of Savoy to Share Costs of Residential Electronics Collection Events in 2019</i>
iii. Letter of Understanding between the County of Champaign and MRM	<i>*RECOMMEND County Board approval for Letter of Understanding between the County of Champaign and MRM</i>
C. Resolutions Approving Written Notice to Participate in the Manufacturer E-Waste Program in 2020 Under the Illinois Consumer Electronics Recycling Act	<i>*RECOMMEND County Board approval for Written Notice to Participate in the Manufacturer E-Waste Program in 2020 Under the Illinois Consumer Electronics Recycling Act</i>
i. Champaign County Opt-in Form to Illinois EPA	

D. Zoning Case 922-S-18. A request by SolAmerica Energy LLC, 1819 Peachtree Road, Suite 100, Atlanta, GA 30309 via agent Ryan Peters, Environmental Engineer with SolAmerica Energy, with Executive Chairman and Co-Founder, R. Stanley Allen; President and Co-Founder, George Mori; and participating landowner Phyllis Jane Sinclair, 290 Chase St, Sonoma CA 95476-7155, to authorize one Community PV Solar Farm with a nameplate capacity of 2 megawatts (MW) and occupying approximately 14.6 acres, including access road and wiring, in the AG-2 Agriculture Zoning District. The subject property is a 75.33-acre tract in the Southeast Quarter of the Northwest Quarter of Section 9, Township 18 North, Range 14 West of the Second Principal Meridian in South Homer Township, and commonly known as the property bordered by the Norfolk-Southern railroad tracks to the north, the Village of Homer to the west, CR1050N to the south, and the Vermillion County line to the east. The following waivers of standard conditions are necessary:

RECOMMEND County Board approval of Ordinance granting Special Use Permit for Champaign Sinclair Solar Farm

Part A: A waiver for a distance of 1,340 feet between a PV Solar Farm and a municipal boundary in lieu of the minimum required one-half mile (2,640 feet), per Section 6.1.5 B.(2)a. 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. of the Zoning Ordinance.

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. of the Zoning Ordinance.

Part D: A waiver for not including a Landscape Plan as part of the Special Use Permit application, per Section 6.1.5 F.(9)a.(b)iv. of the Zoning Ordinance.

Part E: A waiver for not including a Weed Control Plan as part of the Special Use Permit application, per Section 6.1.5 P.(3). Of the Zoning Ordinance

IX. Other Business

A. Monthly Report – Dec 2018

Accepted and placed on file

X. Presiding Officer’s Report

None

XI. Designation of Items to be placed on the Consent Agenda

VIII A, VIII B, VIII C

XII. Adjournment

7:17 p.m.

****Denotes inclusion on the Consent Agenda***



**CHAMPAIGN COUNTY BOARD
HIGHWAY & TRANSPORTATION COMMITTEE
Summary of Action Taken at the February 8, 2019 Meeting**

MEMBERS PRESENT: Lorraine Cowart (Chair), John Clifford, Giraldo Rosales, Chris Stohr
MEMBERS ABSENT: Brad Clemmons, Jim McGuire, Pranjal Vachaspati

<u>Agenda Item</u>	<u>Action Taken</u>
I. Call to Order	9:08 AM
II. Roll Call	4 Committee members present, 3 members absent
III. Approval of Agenda/Addenda	Approved
IV. Approval of Minutes – January 4, 2019	Approved
V. Public Participation	None
VI. Communications	None
VII. County & Township Motor Fuel Tax Claims–January 2019	Approved
VIII. 2018 Final Bridge Report	<i>Information Only</i>
IX. Resolution Authorizing the Execution of a Transfer of Legal Representation Agreement and Engagement Letter with Klein, Thorpe & Jenkins, LTD.	*RECOMMEND COUNTY BOARD APPROVAL of Resolution Authorizing the Execution of a Transfer of Legal Representation Agreement and Engagement Letter with Klein, Thorpe & Jenkins, LTD.
X. Transportation Funding Discussion	<i>Discussion Only</i>
XI. Other Business	<i>Road Foreman position update.</i>
XII. Chair’s Report	None
XIII. Designation of Items to be Placed on the Consent Agenda	IX
XIV. Adjournment	10:00 AM

*Denotes Inclusion on the Consent Agenda

COMMITTEE OF THE WHOLE
Finance/ Policy, Personnel, & Appointments/Justice & Social Services
 County of Champaign, Urbana, Illinois
 Summary of Action Taken Tuesday, February 12, 2019

<u>Agenda Items</u>	<u>Action</u>
I. <u>Call To Order</u>	6:31 p.m.
II. <u>Roll Call</u>	22 members present
III. <u>Approval of Agenda/Addenda</u>	Approved
IV. <u>Approval of Minutes</u> A. January 15, 2019	Approved
V. <u>Public Participation</u>	None
VI. <u>Communications</u>	Thorsland, Ingram, Young, Stohr, and Rosales
VII. <u>Policy, Personnel, & Appointments</u>	
A. <u>New Business</u>	
1. Presentation by FFA Ag Team on Mahomet Aquifer	Information Only
2. Appointments/Reappointments (<i>italicized name indicates incumbent</i>)	
<u>County Executive's Appointments:</u>	
a. Zoning Board of Appeals – Term 12/1/2018-11/30/2023	<i>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Appointing Thomas Anderson to the Zoning Board of Appeals, Term 12/1/2018-11/30/2023</i>
• Thomas Anderson (Urbana Township)	
b. Lincoln Legacy Committee – Term 3/1/2019-2/28/2022	<i>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Appointing Breaden Belcher to the Lincoln Legacy Committee, Term 3/1/2019-2/28/2022</i>
• Breaden Belcher	
c. Rural Transit Advisory Group – 4 Vacancies- Term 1/1/2019-12/31/2020	<i>*RECOMMEND COUNTY BOARD APPROVAL of Resolutions Appointing Nancy Greenwalt, Tawanna Nickens, Nathan Montgomery, and Mary Sleeth to the RTAG, Term 1/1/2019-12/31/2020</i>
• Nancy Greenwalt	
• Tawanna Nickens	
• Nathan Montgomery	
• Mary Sleeth	
3. County Clerk	
a. January 2019 Report	Received and placed on file
4. County Executive	
a. Monthly HR Report – January 2019	Received and placed on file
b. Job Content Evaluation Committee Recommendation for Sheriff's Crime Analyst/Special Projects Coordinator Position	Recommend to Finance Committee Approval of Classification of the Crime Analyst/Special Projects Coordinator position to Grade Range G
B. Other Business	None
C. Chair's Report	
1. Appointments Expiring March 31, 2019: None	Information Only
D. Designation of Items to be Placed on the Consent Agenda	A2a-c

VIII. Finance

A. New Business

1. Budget Amendments/Transfers

a. Budget Transfer 18-00010
Fund 080 General Corporate / Dept. 023
Recorder
Total Amount: \$10
Reason: to Cover Shortage in Payroll

****RECOMMEND COUNTY BOARD APPROVAL of Resolutions Authorizing Budget Transfers 18-00010; 18-00012 and Budget Amendment 19-00011***

b. Budget Transfer 18-00012
Fund 091 Animal Control / Depts. 247 Animal Warden Services; 047 Animal Control Administration
Total Amount: \$8,200
Reason: Transfer to Cover Cost of Insurance Line Shortage, Shortage in Gas and Electric Services, and to Cover U of I Surgery Line Costs. FY2018 Under Budgeted in These 4 Lines

c. Budget Amendment 19-00011
Fund 110 Workforce Development / Dept. 849 Workforce Innovation Program
Increased Appropriations: \$209,064
Increased Revenue: \$209,064
Reason: Receipt of Federal Pass-through Workforce Innovation and Opportunity Act Funding for an Innovative Pilot and Research Project. Funding will Support the Transition and Implementation of U.S. Department of Labor Directive for the Re-alignment of the Local Workforce Area of Champaign, Piatt, Iroquois, and Ford Counties to include Douglas County

2. Treasurer

a. Monthly Reports – October & November 2018

Received and placed on file

b. Resolution for Authorization of Signatures for the Champaign County Treasurer's Accounts, Champaign County Collector's Accounts, and Investment Instruments or Investment Accounts

****RECOMMEND COUNTY BOARD APPROVAL of a Resolution for Authorization of Signatures for the Champaign County Treasurer's Accounts, Champaign County Collector's Accounts, and Investment Instruments or Investment Accounts***

c. Resolution for Authorization of Facsimile Signatures for the Champaign County Treasurer's Accounts and Champaign County Collector's Accounts

****RECOMMEND COUNTY BOARD APPROVAL of a Resolution for Authorization of Facsimile Signatures for the Champaign County Treasurer's Accounts and Champaign County Collector's Accounts***

3. Auditor

a. Monthly Report – January 2019

Received and placed on file

4. County Executive

a. Job Content Evaluation Committee Recommendation for Sheriff's Crime Analyst/Special Projects Coordinator Position

RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing Amendment to the Sheriff's Office Schedule of Authorized Positions

Committee of the Whole
Finance; Policy, Personnel, & Appointments; Justice & Social Services
Summary of Action Taken February 12, 2019
Page 3

- | | |
|--|--|
| <ul style="list-style-type: none"> b. County Board Member Requests for Reimbursement of Travel Expense <ul style="list-style-type: none"> i) Charles Young ii) Lorraine Cowart c. FY2018 General Corporate Fund Budget Projection & Budget Change Reports d. Resolution Abating Certain Taxes Hereto Levied to Pay the Principal of and Interest on Various Outstanding Bonds of the County e. Resolution for Authorization of Loan to the General Corporate Fund from the Public Safety Sales Tax Fund | <p><i>*RECOMMEND COUNTY BOARD APPROVAL of Resolutions Authorizing Reimbursement of Travel Expenses for Charles Young and Lorraine Cowart</i></p> <p>Reports Unavailable-No Action</p> <p><i>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Abating Certain Taxes Hereto Levied to Pay the Principal of and Interest on Various Outstanding Bonds of the County</i></p> <p><i>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution for Authorization of Loan to the General Corporate Fund from the Public Safety Sales Tax Fund</i></p> |
| <ul style="list-style-type: none"> B. Other Business C. Chair's Report D. Designation of Items to be Placed on the Consent Agenda | <p>None</p> <p>None</p> <p>A 1a-c; A2b-c; A4bi and bii; A4d and e</p> |

IX. Justice & Social Services

A. New Business

1. Monthly Reports –

- Animal Control – December 2018
- Emergency Management Agency – December 2018 & January 2019
- Head Start – January 2019
- Public Defender – December 2018
- Probation & Court Services – December 2018 & 4th Quarter Statistical Report
- Veterans' Assistance Commission – December 2018 & 2018 Annual Report

All reports received and placed on file

2. Mental Health Board

- a. Request for County Board Support of Application for NACo 2019 Achievement Awards Program, Nominating "Decision Support/Person Centered Planning of Champaign County" of the Regional Planning Commission's Independent Service Coordination Unit

****RECOMMEND COUNTY BOARD APPROVAL of a Resolution Supporting Application for NACo 2019 Achievement Awards Program, Nominating "Decision Support/Person Centered Planning of Champaign County" of the Regional Planning Commission's Independent Service Coordination Unit***

- B. Other Business
- C. Chair's Report
- D. Designation of Items to be Placed on the Consent Agenda

None

None

A2a

X. Other Business

None

XI. Adjournment

8:08 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 the Office of the County Executive, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.

RESOLUTION NO. 2019-33

RESOLUTION AMENDING THE SCHEDULE OF AUTHORIZED POSITIONS for THE OFFICE OF THE CHAMPAIGN COUNTY SHERIFF

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 Champaign County Sheriff has presented a request for the creation of a Crime Analyst / Special Projects Coordinator position to be added to his staffing budget; and

WHEREAS, the Job Content Evaluation Committee, at the direction of the Policy, Personnel and Appointments Committee, reviewed the request for the creation of the Sheriff's Crime Analyst/Special Projects Coordinator position and based upon review and evaluation recommends the classification of the Crime Analyst/Special Projects Coordinator position to Grade Range G; and

WHEREAS, the Finance Committee of the Whole has recommended to the County Board approval of the creation of the Sheriff's Office Crime Analyst/Special Projects Coordinator position assigned to Grade Range G; and

NOW, THEREFORE, BE IT RESOLVED by the Champaign County Board that the Staffing Budget of the Champaign County Sheriff is amended to include the Crime Analyst/Special Projects Coordinator position assigned to Grade Range G, effective upon approval by the County Board.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of February, A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
Executive
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppe, County
Date: _____



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 East Washington Street, Urbana, Illinois 61802-4581

*ADMINISTRATIVE, BUDGETING, PURCHASING &
HUMAN RESOURCE MANAGEMENT SERVICES*

Darlene A. Kloepfel, County Executive

MEMORANDUM

**TO: Charles Young, Chair of Policy, Personnel & Appointments;
Jim Goss, Chair of Finance;
and MEMBERS of the CHAMPAIGN COUNTY BOARD**

**FROM: Isak Griffiths, Deputy Director of Administration;
Job Content Evaluation Committee**

DATE: February 6, 2019

**RE: REVIEW and RECOMMENDATION for Sheriff's
CRIME ANALYST / SPECIAL PROJECTS COORDINATOR**

Pursuant to direction from the Policy, Personnel & Appointments Committee of the Whole on November 13, 2018, the Job Content Evaluation Committee has met to review the request of the Sheriff to create the position of Crime Analyst / Special Projects Coordinator.

REPORT:

The Job Content Evaluation Committee reviewed the submitted position analysis questionnaire that had been completed and approved by Sheriff Dustin Heuerman. The Committee was also provided with the proposed job description for the new Crime Analyst / Special Projects Coordinator. Sheriff Heuerman met with the Committee and explained the parameters and scope of responsibility for the new position in terms of the data collection, analysis, reporting, and community relations needs regarding the County's criminal justice and jail census programs and initiatives; and the technical competence required to be effective in the role.

Pursuant to this review and evaluation, the Committee recommends the classification of the Crime Analyst / Special Projects Coordinator position in Salary Grade Range G, and the adoption of the job description as documented in the attachment to this Memo. This is documented as a non-bargaining, FLSA Non-Exempt position within the Champaign County Staffing Plan.

REQUESTED ACTION for POLICY, PERSONNEL & APPOINTMENTS:

The Policy, Personnel & Appointments Committee recommends to the Finance Committee approval of classification of the Crime Analyst / Special Projects Coordinator position to Grade Range G.

REQUESTED ACTION for FINANCE:

The Finance Committee recommends to the County Board approval of the addition of Crime Analyst / Special Projects Coordinator position in Grade Range G to the Sheriff's staffing budget, effective upon approval by the County Board.

Thank you for your consideration of this recommendation

cc: Sheriff Dustin Heuerman

attachments

Job Title: Crime Analyst / Special Projects Coordinator

Department: Sheriff

Reports To: Lieutenant – Administrative Services Division

FLSA Status: Non-Exempt

Grade Range: G

Prepared Date: February 2019

SUMMARY Analyzes crime trends and provides recommendations for addressing observed trends. Provides coordination for special projects related to the criminal justice field and the Sheriff's Office.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Receives, gathers and analyzes information of a confidential nature from various sources, placing facts in proper relationships; evaluates the information; and prepares comprehensive analytical reports abased on available data to evaluate and identify crime series, patterns and trends.
- Uses criminal intelligence analytical techniques to draw conclusions regarding patterns of crime and criminal offenders; reviews published data relative to developing trends and patterns of criminal activity and makes such information useful to law enforcement personnel.
- Plans, organizes and/or conducts reviews and studies on crime, traffic and population/demographic and jail census statistics.
- Plans and organizes data collection strategies for crime and jail census analysis.
- Receives and responds to comments and questions from Office members and outside entities, relating to assigned area of responsibility; review problems and recommend corrective action; prepare summary reports and presentations as required.
- Facilitates mandatory and elective reporting processes, both internally and externally.
- Serves as coordinator and facilitator for special projects involving the Champaign County Sheriff's Office, as identified and directed by the Sheriff.
- Recommends special projects that help address community-related critical issues/problems the Champaign County Sheriff's Office is facing.
- Participates in community-led projects as a representative of the Champaign County Sheriff's Office, as identified and directed by the Sheriff.
- Other duties as assigned.

SUPERVISORY RESPONSIBILITIES None.

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION and/or EXPERIENCE Bachelor's degree in a related discipline and one to three years experience preferred. An associate degree in a related discipline and at least three years of experience in either crime analysis or project management may be substituted for a bachelor's degree.

LANGUAGE SKILLS Ability to read and interpret documents such as state and federal reports, academic scholarly journals and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of employees and community members.

MATHEMATICAL SKILLS Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs. Knowledge of statistics and/or quantitative methodology is also beneficial.

REASONING ABILITY Ability to analyze raw data and statistics and derive reasonable conclusions.

CERTIFICATES, LICENSES, REGISTRATIONS LEADS certification.

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the primary functions of this job. While performing the duties of this job, the employee is frequently required to walk; sit; use hands to finger, handle, or feel; reach with hands and arms; and talk; or hear. The employee is occasionally required to stand. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision and color vision.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the primary functions of this job. Normal office conditions. The noise level in the work environment is usually quiet.

CHAMPAIGN COUNTY SALARY ADMINISTRATION PROGRAM
JOB EVALUATION COMMITTEE REPORT

Date of Request:

November 13, 2018

EVALUATION OF NEW POSITION

Department Requesting: Sheriff
Recommended Position Title: Crime Analyst / Special Projects Coordinator
Job Points 411
FLSA Status: Non-Exempt
Recommended Salary Range: Grade Range G
Bargaining Unit Status: Non-Bargaining

FY2019 Salary Range - Grade G

	<u>Hourly</u>	<u>Annual</u>
Minimum	17.59	\$34,300.50
Mid-Point	21.99	\$42,880.50
Maximum	26.39	\$51,460.50

Date of Job Evaluation Committee Recommendation:

February 6, 2019

1. Appointment of Litigation Committee Chair, Vice Chair, and Members by the County Board Chair

- Chair-Rosales
- Vice Chair-Clifford
- Eisenmann
- Stohr
- Thorsland

2. Appointment of Remaining County Board Liaisons by County Board Chair & County Executive

Appointed by County Board Chair:

- Labor/Management Health Insurance Committee – Wolken (Alternate)
- Community Coalition – Rector and Young
- Extension Services Council – Goss
- Regional Office of Education – Clifford
- Veterans' Assistance Commission - Rector

Appointed by the County Executive:

- Region 8 Human Service Transportation Plan (HSTP) Policy Committee – Rosales
- Workforce Innovation & Opportunity Act – Elected Officials - Stohr



Aaron Ammons
Champaign County Clerk
Champaign County, Illinois

1776 East Washington Street
Urbana, IL 61802
Email: mail@champaigncountyclerk.com
Website: www.champaigncountyclerk.com

Vital Records: (217)384-3720
Elections: (217)384-3724
Fax: (217)384-1241
TTY: (217)384-8601

MEMORANDUM

TO: Policy and Personnel Chair Charles Young & Vice-Chair Jon Rector
County Executive Darlene Kloeppel & County Board Chair Giraldo Rosales

FROM: County Clerk Aaron Ammons

DATE: February 11, 2019

SUBJECT: Polling Place Changes for 2019 Consolidated Election

This memo accompanies Resolutions with proposed changes to Champaign County's Places of Election beginning with the 2019 Consolidated Election.

A summary of the changes we are proposing:

- 1) Due to the closing of the Urbana Civic Center (CN 17) we will be consolidating that location/precinct into the **Urbana Free Public Library (CN 10)** for the 2019 Consolidated Election. The voters of CN 17 and CN 10 will vote at the Urbana Free Library for the 2019 Consolidated Election. It is our hope to find a separate location for the 2020 Primary and General Election that will allow the voters of CN 17 to have their own location. All registered voters in CN 17 will be notified of the change and issued new Voter Registration cards immediately following the passage of this resolution.
- 2) Due to scattered availability of the Mahomet Lake of the Woods Pavilion we will move the polling location to the Mahomet Lake of the Woods **Elk's Pavilion**. All registered voters who live in the precincts of Mahomet 3 & 4 will be notified and issued new voter registration cards immediately after the passage of this resolution.
- 3) The Illini Union Polling location will stay the same as far as the address, however, the room will be moved from room 404 to the **Pine Lounge on the 1st floor**. Because this is not a change in address, we will notify the votes who are assigned to the Illini Union but there is no need to reissue voter registration cards.

RESOLUTION NO. 2019-37

**A RESOLUTION TO ESTABLISH PLACE OF ELECTION
FOR MAHOMET 3 & 4**

WHEREAS, Pursuant to 10 ILCS 5/11-2, the County Board shall fix and establish the places for holding elections in its respective county and all elections shall be held at the places so fixed; and

WHEREAS, The County Board of Champaign County seeks to ensure that voters can easily identify the location of established polling places; and

WHEREAS, The County Board of Champaign County established polling places for all Champaign County precincts on January 21, 2016; and

NOW, THEREFORE, BE IT RESOLVED, by the Champaign County Board, Champaign County, Illinois, that the place for holding elections in Champaign County precincts Mahomet 3 & 4 Lake of the Woods Pavilion No.1 is changed to Lake of the Woods Elk Pavilion at Lake of the Woods Rd, Mahomet, IL.

PRESENTED, PASSED, APPROVED, AND RECORDED this 21st day of February, A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest:

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

RESOLUTION NO. 2019-38

**A RESOLUTION TO ESTABLISH PLACE OF ELECTION
FOR PRECINCT CUNNINGHAM 17**

WHEREAS, Pursuant to 10 ILCS 5/11-2, the County Board shall fix and establish the places for holding elections in its respective county and all elections shall be held at the places so fixed; and

WHEREAS, The County Board of Champaign County seeks to ensure that voters can easily identify the location of established polling places; and

WHEREAS, The County Board of Champaign County established polling places for all Champaign County precincts on January 21, 2016; and

NOW, THEREFORE, BE IT RESOLVED, by the Champaign County Board, Champaign County, Illinois, that the place for holding elections in Champaign County precincts Cunningham 17 the Urbana Civic Center is changed to the Urbana Free Library 210 W. Green St. Urbana, IL 61801.

PRESENTED, PASSED, APPROVED, AND RECORDED this 21st day of February, A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest:

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

RESOLUTION NO. 2019-34

PAYMENT OF CLAIMS AUTHORIZATION

February 2019

FY 2018/2019

WHEREAS, The County Auditor has examined the Expenditure Approval List of Claims against the County of Champaign totaling \$including warrants 586502 through 588200 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 \$15,353,517.30 including warrants 586502 through 588200 is approved.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of February, A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

RESOLUTION NO. 2019-35

PURCHASES NOT FOLLOWING PURCHASING POLICY

February 2019

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 February 21, 2019 are hereby approved for payment.

PRESENTED, ADOPTED, APPROVED by the County Board this 21st day of February A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

FOR COUNTY BOARD APPROVAL
2/22/19

PURCHASES NOT FOLLOWING THE PURCHASING POLICY, AND EMERGENCY PURCHASES

DEPARTMENT	APPROPRIATION #	VR#/PO#	/R/PO DATE	DESCRIPTION	VENDOR	AMOUNT
CREDIT CARD PAYMENT PAID WITH TAX						
** COUNTY Clerk	080-022-533.29	VR#022-309	01/18/2019	Godaddy email service tax	Visa Cardmember Service	\$ 44.96

***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. 2019-36

TRANSFER OF FUNDS

February 2019

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 #18-00014

Fund 076 Tort Immunity Tax
Dept. 075 General County

<u>TRANSFER TO ACCOUNT</u>	<u>AMOUNT</u>	<u>TRANSFER FROM ACCOUNT</u>
513.04 Workers' Compensation Insurance	15,230	533.20 Insurance

REASON: Work Comp Rate Increase January 1, 2019. January Payroll Charged to FY2018 (Pay Period Dates: 12-16 to 12/31/2018)

PRESENTED, ADOPTED, APPROVED by the County Board this 21th day of February A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

REQUEST FOR BUDGET TRANSFER
NEEDING CHAMPAIGN COUNTY BOARD APPROVAL

BT NO. 18-00014

FUND 076 TORT IMMUNITY TAX FUND DEPARTMENT 075 GENERAL COUNTY

TO LINE ITEM:

FROM LINE ITEM:

NUMBER/TITLE	\$ AMOUNT	NUMBER/TITLE
076-075-513.04 WORKERS' COMPENSATION INS	15,230.	076-075-533.20 INSURANCE

EXPLANATION: WORK COMP RATE INCREASE JANUARY 1, 2019. JANUARY PAYROLL
CHARGED TO FY2018 (PAY PERIOD DATES: 12-16 TO 12-31-2018).

DATE SUBMITTED: 2-13-19

Debbie Heiser

AUTHORIZED SIGNATURE

APPROVED BY PARENT COMMITTEE:

DATE: _____

* PLEASE SIGN IN BLUE INK *

APPROVED BY BUDGET AND FINANCE COMMITTEE:

DATE: _____