

COUNTY BOARD AGENDA

County of Champaign, Urbana, Illinois

Thursday, November 21, 2019 – 6:30 p.m.

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

Agenda Items

Page

- 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. Highway & Transportation – CANCELED
 - B. County Facilities Committee Meeting
Tuesday, December 3, 2019 @ 6:30 p.m.
Lyle Shields Meeting Room
 - C. Environment & Land Use Committee
Thursday, December 5, 2019 @ 6:30 p.m.
Lyle Shields Meeting RoomCommittee of the Whole:
 - A. Justice & Social Services; Policy, Personnel & Appointments; Finance
Tuesday, December 10, 2019 @ 6:30 p.m.
Lyle Shields Meeting RoomCounty Board
 - A. Regular Meeting
Thursday, December 19, 2019 @ 6:30 p.m.
Lyle Shields Meeting Room
- VII. Public Participation
- VIII. *Consent Agenda 1-66
- IX. Communications
 - A. Carol Ammons, 103rd District Representative – New rules from the State Supreme Court affecting pre-trial detention population
- X. Approval of Minutes
 - A. October 24, 2019 – Truth in Taxation Hearing 67
 - B. October 24, 2019 – Regular Meeting 68-75
- XI. Standing Committees:
 - A. County Facilities
Summary of Action Taken November 5, 2019 Meeting 76
 - B. Environment and Land Use
Summary of Action Taken November 7, 2019 Meeting 77-78

1.	Adoption of Ordinance No. 2019-10 prohibiting cannabis business establishments	79-82
C.	Highway and Transportation <i>Summary of Action Taken November 8, 2019 Meeting</i>	83-84
XII.	Areas of Responsibility <i>Summary of Action Taken November 12, 2019 at Committee of Whole Meeting (Justice & Social Services; Finance; Policy, Personnel, & Appointments)</i>	85-89
A.	Policy, Personnel, & Appointments	
1.	Adoption of Resolution No. 2019-333 appointing Danielle Chynoweth to the Public Aid Appeals Committee, term 12/1/2019-11/30/2021	90-92
2.	Adoption of Ordinance No. 2019-14 establishing Cannabis, Drug and Alcohol Use/ Abuse Policies	93-105
B.	Finance	
1.	*Adoption of Ordinance No. 2019-8 FY2020 Annual Tax Levy Ordinance – Champaign County	106-108
2.	*Adoption of Ordinance No. 2019-9 FY2020 Annual Budget & Appropriation Ordinance	109-127
XIII.	New Business	
A.	Finance	
1.	**Adoption of Resolution No. 2019-341 authorizing Budget Amendment 19-00057 Fund 084 County Bridge / Dept 060 Highway Increased Appropriations: \$935,000 Increased Revenue: 0 Reason: Reserve funds needed to cover county bridge projects on CH 15 and CH 18. The two bridge improvements were bid in the same fiscal year. The bridges were initially scheduled in two different years but needed to be done at the same time due to their rapid deterioration. Current fund balance is \$2,000,000 plus/minus	128-129
2.	**Adoption of Resolution No. 2019-342 authorizing Budget Amendment 19-00056 Fund 671 Court Document Storage FD / Dept 030 Circuit Clerk Increased Appropriations: \$10,000 Increased Revenue: 0 Reason: Funds from fund balance. Amendment needed to cover the cost of file folders for 2020	130-133
XIV.	Other Business	
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B.	Request for an extension to file Champaign County Circuit Clerk’s audit report for the year ending December 31, 2018 with the Administrative office of the Illinois Courts	135
C.	Adoption of Resolution No. 2019-343 authorizing payment of claims	136
D.	Adoption of Resolution No. 2019-344 authorizing purchases not following purchasing policy	137-138
XV.	Adjourn	

*Roll call

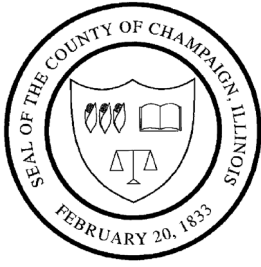
**Roll call and 15 votes

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

Lyle Shields Meeting Room, Brookens Administrative Center,
1776 E. Washington Street, Urbana, IL 61802

Consent Agenda Items

Page

A. Highway and Transportation

1. Adoption of Resolution No. 2019-320 appropriating \$1,000,000 from County Motor Fuel Tax funds for the improvement of County Highway 15, Section #19-00451-00-SP 1-3
2. Adoption of Resolution No. 2019-321 contract award authority, Mahomet Township, Section #18-15063-00-BR 4-5
3. Adoption of Resolution No. 2019-322 appropriating County Motor Fuel Tax funds for county road maintenance, section #20-00000-00-GM 6-7
4. Adoption of Resolution No. 2019-323 appropriating County Motor Fuel Tax funds for the salary and estimated expenses of the County Engineer for the period from January 1, 2020 thru December 31, 2020, Section #20-CS019-00-AC 8-10
5. Adoption of Resolution No. 2019-324 awarding of contract for the replacement of a bridge located on CH 1, Section #12-00992-00-BR 11-12
6. Adoption of Resolution No. 2019-325 awarding of contract for the replacement of a bridge located on CH 1, Section #12-00993-00-BR 13-14

A. Environment and Land Use

1. Adoption of Ordinance No. 2019-11 ordinance rescinding Ordinance No. 919 for licensure of waste haulers in Champaign County and adoption of ordinance for licensure of waste haulers in Champaign County 15-19

B. Finance

1. Adoption of Resolution No. 2019-327 authorizing budget amendment 19-00052 20
Fund 080 Animal Control / Dept 248 Animal Impound Services
Increased appropriations: \$6,000
Increased revenue: \$0
Reason: Needed due to large impoundment of dogs from the City of Champaign hoarding case. 84 dogs and puppies impounded on 10/22 all dogs are being held for pending court case
2. Adoption of Resolution No. 2019-328 authorizing budget transfer 19-00011 21
Fund 080 General Corporate / Dept 075 General County, 071 Public Properties, 020 Auditor, 031 Circuit Court, 036 Public Defender, 042 Coroner
Total amount: \$64,340
Reason: Transfer to cover AFSCME increases, pursuant to the negotiated contracts, for General Fund Departments that are projected to require supplemental funds to cover the AFSCME wage increases in FY2019.

3. Adoption of Resolution No. 2019-329 authorizing budget transfer 19-00012 Fund 080 General Corporate / Dept 075 General County, 023 Recorder
Total amount: \$1,234
Reason: Transfer to cover AFSCME increases, pursuant to the negotiated contracts, for General Fund Departments that are projected to require supplemental funds to cover the AFSCME wage increases in FY2019. 22
4. Adoption of Resolution No. 2019-318 authorizing award of contract to Platinum Technology Resources, LLC for voter registration and pollbook software and vendor support system pursuant to RFP 2019-005 23
5. Adoption of Resolution No. 2019-330 amending the schedule of authorized positions for Administrative Services – IT Systems Administrator 24
6. Adoption of Resolution No. 2019-317 approving Property, Liability and Worker’s Compensation Insurance Policies 25-26

C. Policy, Personnel, & Appointments

1. Adoption of Resolution No. 2019-331 appointing Bryan Wrona to the Public Aid Appeals Committee, term 12/1/2019-11/30/2021 27
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3. Adoption of Resolution No. 2019-334 designating the 2020 Champaign County Board Calendar of Meetings 29-33
4. Adoption of Ordinance No. 2019-12 updating Information Technology Resources Policy and Procedures 34-46
5. Adoption of Ordinance No. 2019-13 establishing a Discrimination and Harassment Policy 47-56
6. Adoption of Resolution No. 2019-315 appointing William Wilson to the Willow Branch Drainage District, term 11/21/2019-08/30/2022 57
7. Adoption of Resolution No. 2019-316 appointing Cindy Bell to the Community Action Board, term 12/1/2019-11/30/2022 58
8. Adoption of Resolution No. 2019-319 appointing Dick Norton to the Community Action Board, term 1/1/2020-12/31/2022 59
9. Adoption of Resolution No. 2019-326 appointing Jane Webber to the Community Action Board, term 1/1/2020-12/31/2022 60
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11. Adoption of Resolution No. 2019-336 appointing Andy Hughes to the Bill Huss Cemetery Association, term 11/21/2019-6/30/2025 62
12. Adoption of Resolution No. 2019-337 appointing Charles Hughes, Jr. to the Bill Huss Cemetery Association, term 11/21/2019-6/30/2022 63
13. Adoption of Resolution No. 2019-338 appointing Misty Nelson to the Bill Hus Cemetery Association, term 11/21/2019-6/30/2022 64

County Board Consent Agenda

November 21, 2019

Page 3

14. Adoption of Resolution No. 2019-339 appointing Denise Robinson to the Bill Huss Cemetery Association, term 11/21/2019-6/30/2025 65

15. Adoption of Resolution No. 2019-340 appointing Rich Walden to the Bill Huss Cemetery Association, term 11/21/2019-6/30/2025 66

RESOLUTION NO. 2019-320

RESOLUTION APPROPRIATING \$1,000,000 FROM
COUNTY MOTOR FUEL TAX FUNDS
FOR THE IMPROVEMENT OF COUNTY HIGHWAY 15
SECTION #19-00451-00-SP

BE IT RESOLVED, By the County Board of Champaign County, Illinois, that County Highway 15 (Sidney Slab) beginning at IL Route 130 and extending easterly to McElwee Drive in Sidney, a distance of 4.29 miles, in Champaign County is in need of improvement; and

BE IT FURTHER RESOLVED, That the type of improvement shall consist of full-depth recycling with an asphalt overlay, shoulder widening with asphalt shoulders, rumble strips, centerline rumble strips, ditch grading and culvert replacement and shall be designated as Section #19-00451-00-SP; and

BE IT FURTHER RESOLVED, That the improvement shall be by contract; and

BE IT FURTHER RESOLVED, That there is hereby appropriated the sum of One Million Dollars (\$1,000,000.00) from the County's Motor Fuel Tax Funds for the costs of the improvement.

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

Giraldo Rosales, Chair
County Board of the County of
Champaign, Illinois

Darlene A. Kloeppel, County Executive

ATTEST: _____
Aaron Ammons, County Clerk and
Ex-Officio Clerk of the County Board

Prepared by: Jeff Blue
County Engineer

Resolution No. 2019-320

I, Aaron Ammons, County Clerk in and for said County, in the State aforesaid and keeper of the records and files thereof, as provided by statute do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the County Board of Champaign County at its County Board Meeting held at Urbana, Illinois, on November 21, 2019.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Urbana in said County this _____ day of _____ A.D. 2019.

Clerk

SEAL

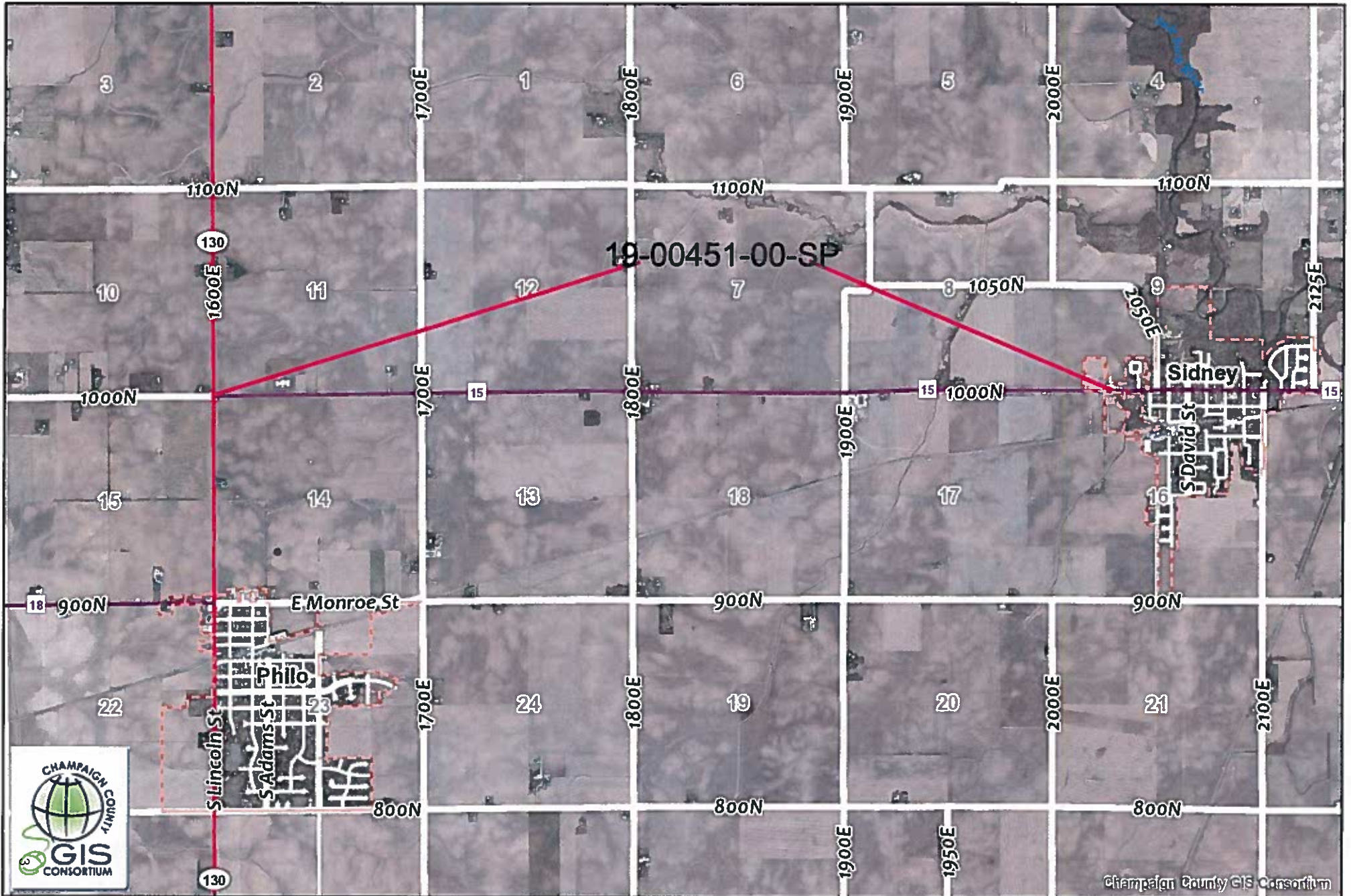
APPROVED

Date

Department of Transportation

District Engineer

19-00451-00-SP Location Map



Champaign County GIS Consortium

2,300
Feet

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RESOLUTION NO. 2019-321

RESOLUTION FOR CONTRACT AWARD AUTHORITY

WHEREAS, Sealed bids will be received in the office of the County Engineer for the replacement of Structure 010-3085 in Mahomet Township, Section 18-15063-00-BR and publicly opened and read; and

WHEREAS, Resolution No. 2018-270 was approved on September 20, 2018 appropriating the funds for this structure replacement; and

WHEREAS, it is in the best interest of Champaign County to award the contract as early as possible; and

WHEREAS, the Champaign County Board agrees to allow Jeff Blue, P.E., Champaign County Engineer to accept the low bid for construction on behalf of Champaign County if the low bid is within 10% of the engineer's estimate.

NOW, THEREFORE, BE IT RESOLVED, by the Champaign County Board that the above will be accepted to expedite the contract with the low bidder.

PRESENTED, ADOPTED, APPROVED AND RECORDED This 21st Day of November, A.D., 2019.

Giraldo Rosales, Chair
Champaign County Board

Approved: _____
Darlene A. Kloeppel, County Executive

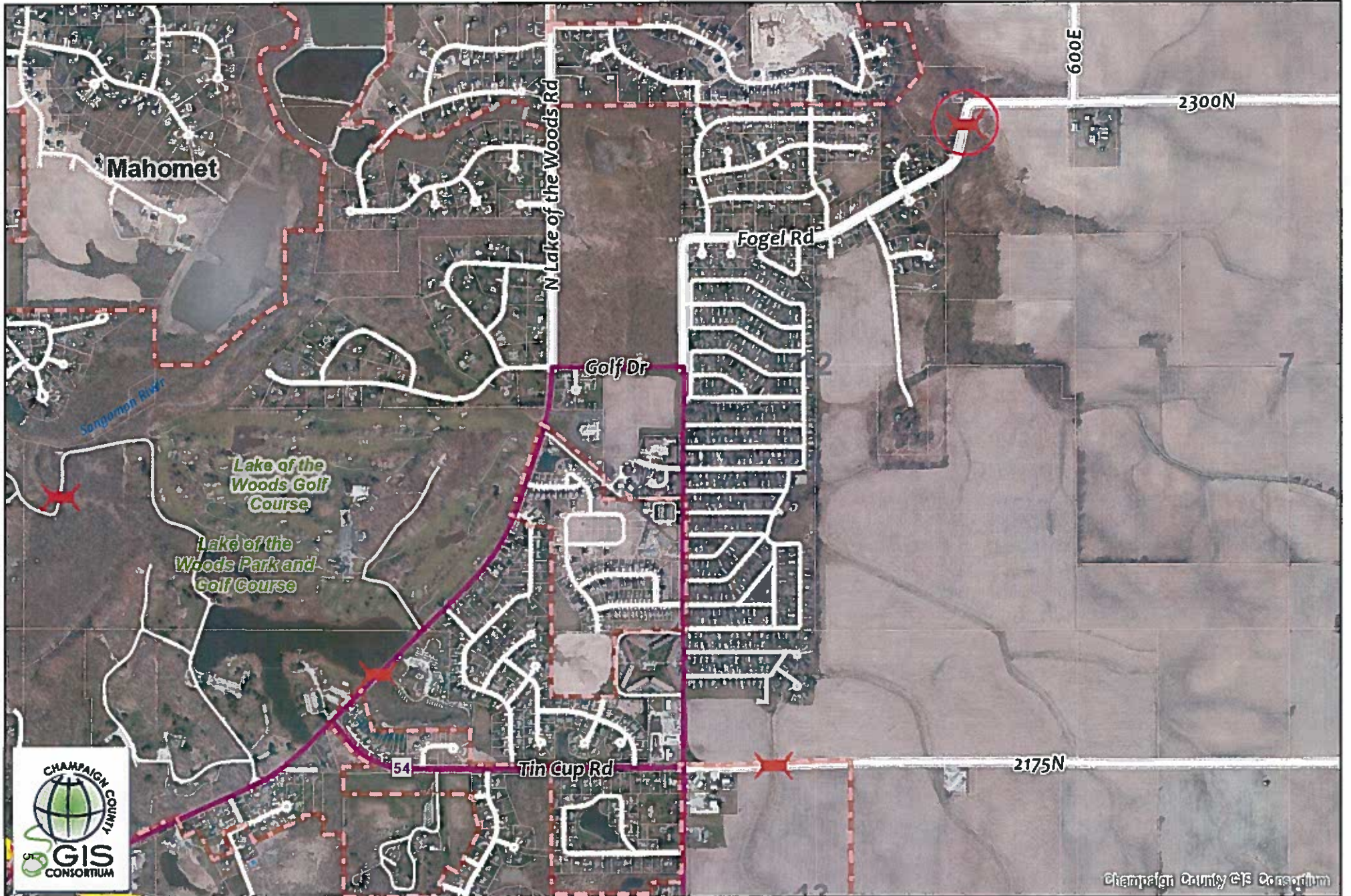
Date: _____

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

Date: _____

Prepared by: Jeff Blue
County Engineer

Bridge 010-3085



Champaign County GIS Consortium

910

Feet

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RESOLUTION NO. 2019-322

RESOLUTION APPROPRIATING COUNTY
MOTOR FUEL TAX FUNDS
FOR COUNTY ROADS MAINTENANCE
SECTION #20-00000-00-GM

BE IT RESOLVED, by the County Board of Champaign County, that One Million Two Hundred Sixty-Seven Thousand Nine Hundred Dollars and zero cents (\$1,267,900.00) is appropriated from the Motor Fuel Tax allotment for the maintenance on county highways and meeting the requirements of the Illinois Highway Code; and

BE IT FURTHER RESOLVED, that maintenance sections or patrols be maintained under the provision of said Illinois Highway Code beginning January 1, 2020 and ending December 31, 2020; and

BE IT FURTHER RESOLVED, that the County Engineer shall, as soon as practicable after the close of the period as given above, submit to the Department of Transportation, on forms furnished by said Department, a certified statement showing expenditures from and balances remaining in funds authorized for expenditure by said Department under this appropriation; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to transmit two certified copies of this resolution to the district office of the Department of Transportation.

PRESENTED, ADOPTED, APPROVED AND RECORDED This 21st day of November, A.D., 2019.

Giraldo Rosales, Chair
Champaign County Board

Approved: _____
Darlene A. Kloeppe, County Executive

Date: _____

Recorded
& Attest: _____

Aaron Ammons, County Clerk
and ex-Officio Clerk of the
Champaign County Board

Date: _____

Resolution No. 2019-322

I, Aaron Ammons, County Clerk in and for said County, in the State aforesaid and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the County Board of Champaign County at its county Board Meeting held at Urbana, Illinois, on November 21, 2019.

IN TESTIMONY, WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Urbana in said County, this day of _____ A.D., 2019.

(SEAL) _____ County Clerk

APPROVED

Date

Department of Transportation

Regional Engineer

RESOLUTION NO. 2019-323

**RESOLUTION APPROPRIATING COUNTY MOTOR FUEL TAX FUNDS
FOR THE SALARY AND ESTIMATED EXPENSES
OF THE COUNTY ENGINEER FOR
THE PERIOD FROM JANUARY 1, 2020 THRU DECEMBER 31, 2020**

WHEREAS, Legislation enacted by the 58th General Assembly amending the law with reference to County Engineers permitting the payment of salary and expenses for the County Engineer out of any general or highway funds of the County; and

WHEREAS, Motor Fuel Tax funds allotted to the County, are considered as highway funds; and

WHEREAS, The County has sufficient Surface Transportation Program funds available and desires to use a portion of said funds to pay a portion of the County Engineer's salary;

NOW, THEREFORE, BE IT RESOLVED, By the County Board of Champaign County, Illinois, the sum of One Hundred Fifty-Five Thousand Five Hundred Ninety-Nine Dollars (\$155,599.00) for Salary from January 1, 2020 thru December 31, 2020. Also, the sum of Twenty Thousand Nine Hundred Fifty-Two Dollars (\$20,952.00) for Estimated Expenses of the County Engineer, which are approved by the Champaign County Highway and Transportation Committee in accordance with the Champaign County Personnel Policy, be and is hereby appropriated as follows:

From Motor Fuel Tax Funds: One Hundred Seventy- Six Thousand Five Hundred Fifty-One Dollars (\$176,551.00) for the period from January 1, 2020 thru December 31, 2020; and

BE IT FURTHER RESOLVED, That the County hereby authorizes the sum of Seventy-Seven Thousand Seven Hundred Ninety-Nine Dollars and Fifty Cents (\$77,799.50) of their Surface Transportation Program Funds to be made available to the Illinois Department of Transportation for the State's use in exchange for an equal amount of State Funds. The State funds shall not exceed Fifty Percent (50%) of the County Engineer's annual salary; and

BE IT FURTHER RESOLVED, By the County Board of Champaign County, Illinois that the Department of Transportation, Division of Highways of the State of Illinois, be and they are hereby requested to forward a certification, covering the above appropriation to the County Treasurer, as soon as possible; and

BE IT FURTHER RESOLVED, That the County Board of Champaign County authorizes the County Board Chair to sign the Illinois Department of Transportation Agreement for the County Engineer's Salary; and

BE IT FURTHER RESOLVED, That the County Clerk is hereby directed to transmit two (2) certified copies of this resolution to Mr. Kensil Garnett, District Engineer, Illinois Department of Transportation, Paris, Illinois, for approval.

PRESENTED, ADOPTED, APPROVED AND RECORDED This 21st Day of November, A.D., 2019.

Giraldo Rosales, Chair
Champaign County Board

Approved: _____
Darlene A. Kloeppel, County Executive

Date: _____

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

Date: _____

Resolution No. 2019-323

I, Aaron Ammons, County Clerk in and for said County, in the State aforesaid and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the County Board of Champaign County at its county Board Meeting held at Urbana, Illinois, on November 21, 2019.

IN TESTIMONY, WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Urbana in said County, this _____ day of _____
_____ A.D., 2019.

(SEAL) _____ County Clerk

APPROVED

Date

Department of Transportation

Regional Engineer

RESOLUTION NO. 2019-324

RESOLUTION AWARDING OF CONTRACT FOR
THE REPLACEMENT OF A BRIDGE
LOCATED ON COUNTY ROAD 1
SECTION #12-00992-00-BR

WHEREAS, The following low bid was received at a Public Letting held on October 23, 2019, in Urbana, Illinois, for the replacement of a bridge on County Road 1, Section #12-00992-00-BR:

Stark Excavating- \$1,247,376.32

WHEREAS, The County Engineer recommends to the County Board that the low bid be awarded; and

WHEREAS, The County Board of Champaign County concurs in the action recommended by the County Engineer.

NOW, THEREFORE, BE IT RESOLVED, That the County Board of Champaign County does hereby award the above listed bid to Stark Excavating.

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

Giraldo Rosales, Chair
Champaign County Board

Approved: _____
Darlene A. Kloeppel, County Executive

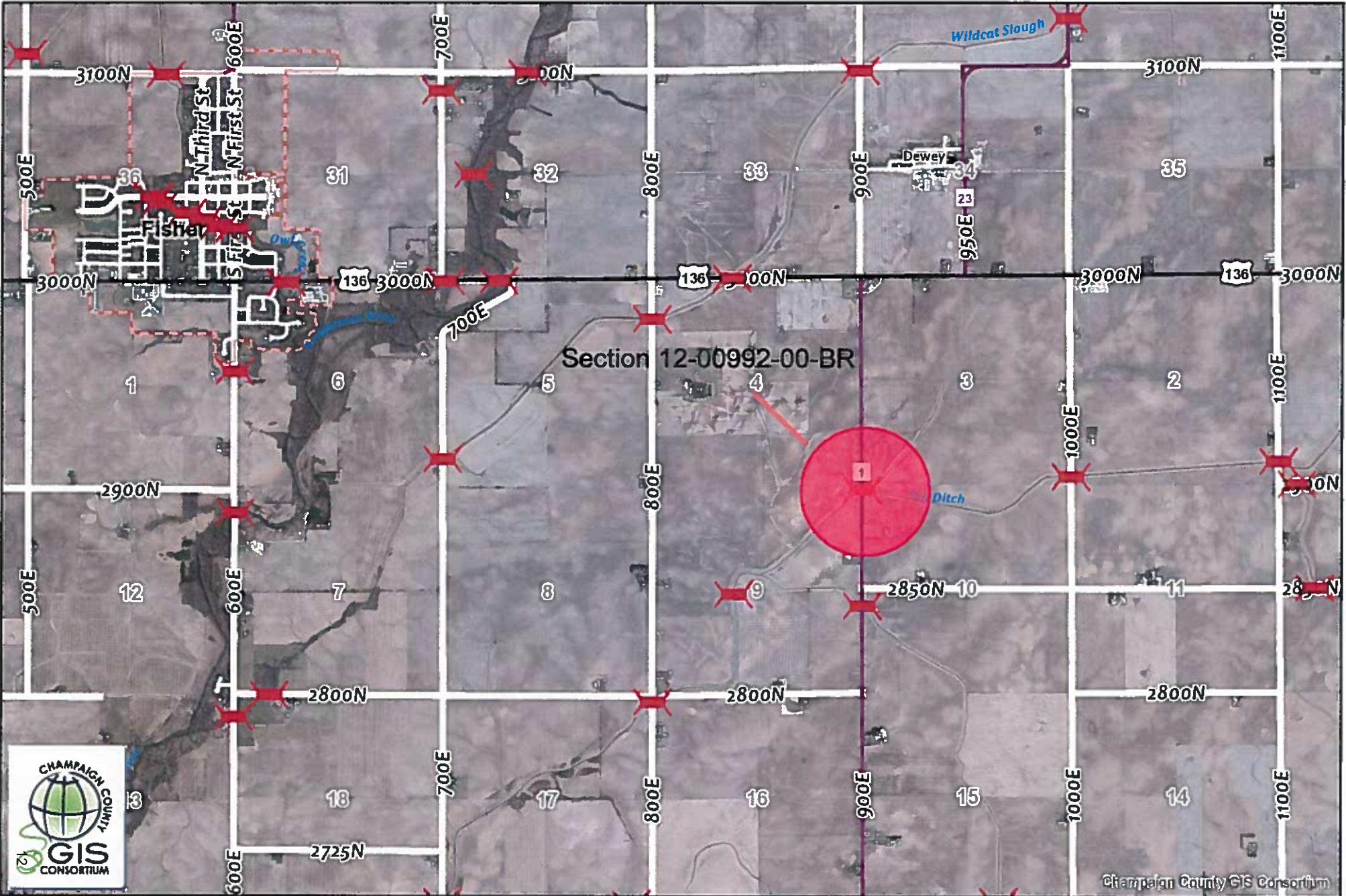
Date: _____

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

Date: _____

Prepared by: Jeff Blue
County Engineer

Section 12-00992-00-BR



2,300
Feet

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Champaign County GIS Consortium

RESOLUTION NO. 2019-325

RESOLUTION AWARDING OF CONTRACT FOR
THE REPLACEMENT OF A BRIDGE
LOCATED ON COUNTY ROAD 1
SECTION #12-00993-00-BR

WHEREAS, The following low bid was received at a Public Letting held on October 23, 2019, in Urbana, Illinois, for the replacement of a bridge on County Road 1, Section #12-00993-00-BR:

Stark Excavating- \$857,814.69

WHEREAS, The County Engineer recommends to the County Board that the low bid be awarded; and

WHEREAS, The County Board of Champaign County concurs in the action recommended by the County Engineer.

NOW, THEREFORE, BE IT RESOLVED, That the County Board of Champaign County does hereby award the above listed bid to Stark Excavating.

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

Giraldo Rosales, Chair
Champaign County Board

Approved: _____
Darlene A. Kloeppel, County Executive

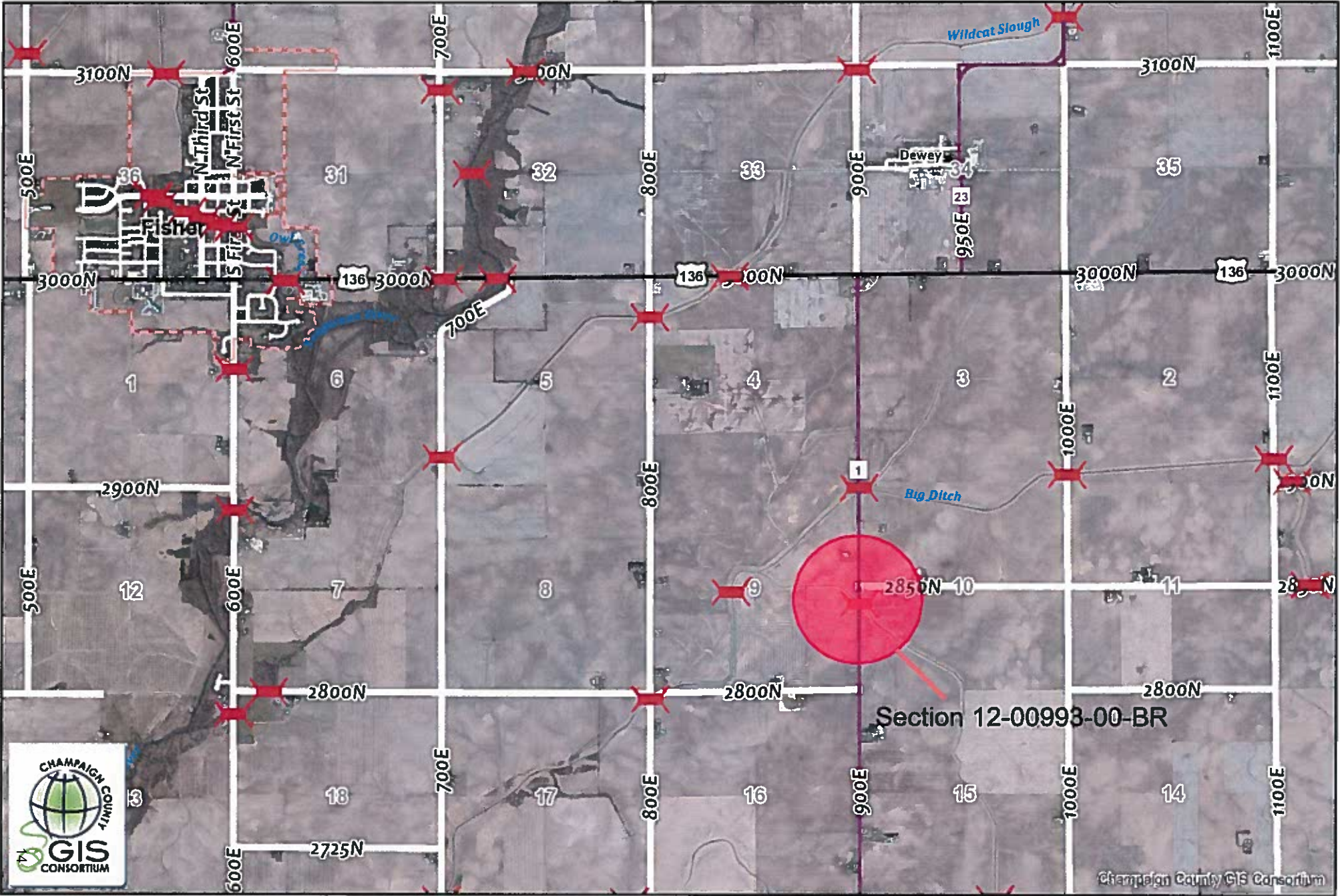
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& Attest: _____
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and ex-Officio Clerk of the
Champaign County Board

Date: _____

Prepared by: Jeff Blue
County Engineer

Section 12-00993-00-BR



2,300
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ORDINANCE NO. 2019-11

**ORDINANCE RESCINDING ORDINANCE NO. 919
FOR LICENSURE OF WASTE HAULERS IN CHAMPAIGN COUNTY AND ADOPTION
OF ORDINANCE FOR LICENSURE OF WASTE HAULERS IN CHAMPAIGN COUNTY**

WHEREAS, the County Board of the County of Champaign, Illinois adopted the fifth five-year update to the Champaign County Solid Waste Plan, entitled "*Champaign County Solid Waste Plan 2017 Update*" by Resolution Number 10160 on November 21, 2017;

WHEREAS, counties are empowered by Statutes 55 ILCS 5/5-8002 through 8007, to regulate the activities of persons in the business of collecting and transporting garbage, municipal solid waste, and other non-hazardous waste or non-special waste;

WHEREAS, the County Board of the County of Champaign, Illinois adopted Ordinance No. 919, Ordinance Rescinding Ordinance No. 522, for Licensure of Waste Haulers in Champaign County and Adoption of Ordinance for Licensure of Waste Haulers in Champaign County, approved and recorded on January 24, 2013;

WHEREAS, the County Board of the County of Champaign, Illinois adopted Ordinance No. 522, Ordinance for Licensure of Waste Haulers in Champaign County, approved and recorded on November 19, 1996, and effective on and after the first day of January 1997;

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

1. Prior County Board Ordinance No. 919, Ordinance Rescinding Ordinance No. 522 for Licensure of Waste Haulers in Champaign County and Adoption of Ordinance for Licensure of Waste Haulers in Champaign County, is hereby rescinded;
2. The following Ordinance is adopted as Ordinance for Licensure of Waste Haulers in Champaign County:

WHEREAS, it is in the best interests of the County and for the public good and welfare, that provision be made for appropriate waste disposal in Champaign County,

NOW, THEREFORE BE IT ORDAINED by the County Board of the County of Champaign, as follows:

Section 1. Short Title. This Ordinance shall be known and cited as the "Waste Haulers Licensure Ordinance."

Section 2. Intent and Purpose. This article shall govern the storage, collection, transportation and disposal of solid wastes and other refuse within the legal geographical limits of the County as provided by law. The purpose of this article is to eliminate vectors and nuisances and prevent the transmission of disease organisms resulting from the improper and inadequate handling of solid waste and other refuse by regulating the storage, collection, transportation, and disposal of solid waste. (Also reference Ord. 468 § 3.2.)

Section 3. Definitions. For the purpose of the Ordinance, the following definitions shall apply:

Collecting agent shall mean the person, firm or corporation engaged in the business of collecting and/or transporting solid waste and other refuse for a fee.

Commercial premises shall mean all grocery stores, service stations, food processing plants, industrial plants, trailer parks, motels and all other places refuse is or may be created or accumulate.

Collection vehicle shall mean vehicles owned, operated or leased by a collecting agent for the purpose of collecting and/or transporting of solid waste or other refuse.

Other refuse shall be interpreted to mean bottles, tin cans, broken glass, crockery, scrap metal, vehicle parts, derelict vehicles, printed matter, paper, discarded clothing, furniture and appliances, ashes, debris from fire damage, earth, sand, brick, stone, plaster and other substances that may accumulate during the construction of a building.

Solid waste shall mean garbage and all wastes resulting from the handling, preparation, processing or cooking of food including vegetables and animal offal, carcasses of small dead animals, except sewage, and other water carried waste.

Section 4. The following requirements shall apply to vehicles used for collection and transportation of solid waste and other refuse:

- (a) *Generally.* The collection and transportation of solid waste and other refuse shall be carried out in a sanitary manner which does not endanger the public health or create a public nuisance;
- (b) *License required; annual fee.* The collection vehicles of all collecting agents within Champaign County shall be licensed. All collection vehicles except those vehicles owned or leased by a municipality and operated by municipal employees that transport solid waste shall be licensed. An annual license fee of \$35 per collection vehicle is set and will include vehicle identification stickers.

The license fee for collection vehicles that transport solid waste shall be effective January 1 through December 31 of each calendar year. License fees are payable at the County Clerk's Office and shall be deposited as revenue to the Solid Waste Management Fund.

An application for said license shall include the following information:

1. Name, address and phone number of applicant.
2. Name of collecting agent, the collecting agent's business name, if different, location of the collecting agent's business site, the business address, and the business phone number.
3. Number, description, vehicle identification number, and license plate number of all vehicles utilized by collecting agent within Champaign County.
4. Collection agent shall provide a listing of all towns, villages, or general areas serviced by waste collector in Champaign County.
5. Location of all waste disposal sites utilized by the collecting agent, for the disposal of wastes collected within Champaign County. Licensure is subject to approval by the licensing entity, the Champaign County Board, after referral and recommendation from the Champaign County Solid Waste Committee.

(c) *Vehicle identification.* The name and phone number under which the business is conducted shall be painted with legible letters at least three inches high on the side of each vehicle, and the vehicle identification sticker shall be affixed to the driver's side front window.

(d) *Vehicle construction.* Any vehicles used for the collection of waste within Champaign County shall be water tight, equipped with tight fitting lids or covers, and designed so no materials shall be blown, scattered or leaked from vehicles at any time.

- (e) *Proof of Insurance.* All collecting agents shall provide, with license application, proof of insurance in amounts set forth by the State of Illinois, for any vehicles used for collection of wastes within Champaign County.
- (f) *Business site(s).* All business site(s) of the collecting agent must comply with all applicable zoning and public nuisance laws.
- (g) *Complaints; inspections.* Upon receipt of a complaint regarding a vehicle used in transporting or collecting solid waste or other refuse, such vehicle shall be made available, at a reasonable time, for inspection by the County.

Section 5. Exemptions.

The following are exempt from the provisions of this ordinance:

1. A person or company that transports its own personal or business discarded materials produced by said person or business;
2. A civic, community, benevolent or charitable non-profit organization that collects, transports and markets recyclable materials solely for the purpose of raising funds for a civic, community, benevolent or charitable organization;
3. Demolition or construction contractors or landscaping companies that produce and transport discarded materials in the course of such occupations;
4. Companies that solely transport liquid wastes including sewage, sewage sludge, septic tank or cesspool pumpings; discarded or abandoned vehicles or parts thereof; discarded home or industrial appliances; materials used as fertilizers or for other productive purposes; household hazardous wastes; and hazardous materials as defined in the rules and regulations adopted by the Hazardous Materials Transportation Act; and
5. Any city, village, or township which collects and transports discarded materials.

Section 6. Enforcement.

- (a) This Ordinance shall be enforced by the County Executive and his /her authorized representatives. All violations should be reported to the County Executive and will be referred to the State's Attorney's Office for enforcement.

(b) No person shall violate any provision of this article or abatement order made in pursuance thereof, obstruct or interfere with the executive of an abatement order, or willfully neglect to obey an abatement order.

Section 7. Penalties.

(a) A violation of any of the provisions of this Ordinance is a petty offense punishable by a fine of not more than five hundred dollars (\$500.00) for each offense as provided by law. Each day the violation continues shall constitute a separate offense.

(b) Two separate violations within a twelve (12) month period will result in possible suspension or revocation of the collecting agent's license. Possible suspension or revocation will be at the discretion of the licensing entity, the Champaign County Board, after referral and recommendation from the Champaign County Environment and Land Use Committee.

Section 8. Severability.

The invalidity or any Section of part of this Ordinance or any rule or regulation promulgated hereunder shall not affect the validity of the remainder of this Ordinance or any other such rule or regulation.

Section 9. Effective Date.

This Ordinance shall be effective on and after January 1, 2020.

PRESENTED, PASSED, APPROVED and RECORDED this 21st day of November, A.D., 2019.

Giraldo Rosales, Chair
Champaign County Board

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

Approved: _____
Darlene A. Kloeppel,
County Executive

Date: _____

Date: _____

RESOLUTION NO. 2019-327

BUDGET AMENDMENT

November 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 #19-00052

Fund: 091 Animal Control
Dept. 248 Animal Impound Services

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
522.10 Food	2,000
522.11 medical Supplies	2,000
522.93 Operational Supplies	<u>2,000</u>
Total	6,000
Increased Revenue:	
None: from Fund Balance	<u>0</u>
Total	0

REASON: Budget amendment needed due to large impoundment of dogs from the City of Champaign hoarding case. 84 dogs and puppies impounded on 10/22 all dogs are being held for pending court case.

PRESENTED, ADOPTED, APPROVED by the County Board this 21st day of November 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. 2019-328

TRANSFER OF FUNDS

NOVEMBER 2019

FY 2019

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 FY2019 budget; and

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

Budget Transfer #19-00011

Fund 080 General Corporate

Dept 075 General County, 071 Public Properties, 020 Auditor, 031 Circuit Court, 036 Public Defender, 042 Coroner

<u>TRANSFER TO ACCOUNT</u>	<u>AMOUNT</u>	<u>TRANSFER FROM ACCOUNT</u>
511.03 Reg. Full-Time Employees	64,340	533.99 Contingent Expense

REASON: Transfer to cover AFSCME increases, pursuant to the negotiated contracts, for general fund departments that are projected to require supplemental funds to cover the AFSCME wage increases in FY2019

PRESENTED, ADOPTED, APPROVED by the County Board this 21st day of November 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. 2019-329

TRANSFER OF FUNDS

NOVEMBER 2019

FY 2019

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 FY2019 budget; and

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

Budget Transfer #19-00012

Fund 080 General Corporate
Dept 075 General County, 023 Recorder

<u>TRANSFER TO ACCOUNT</u>	<u>AMOUNT</u>	<u>TRANSFER FROM ACCOUNT</u>
511.03 Reg. Full-Time Employees	1,234	533.99 Contingent Expense

REASON: Transfer to cover AFSCME increases, pursuant to the negotiated contracts, for general fund departments that are projected to require supplemental funds to cover the AFSCME wage increases in FY2019

PRESENTED, ADOPTED, APPROVED by the County Board this 21st day of November 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 2019-318

RESOLUTION AUTHORIZING AWARD OF CONTRACT TO PLATINUM TECHNOLOGY RESOURCES, LLC FOR AN VOTER REGISTRATION AND POLLBOOK SOFTWARE AND VENDOR SUPPORT SYSTEM PURSUANT TO RFP 2019-005

WHEREAS, Champaign County issued RFP #2019-005 on September 16, 2019, for a Voter Registration and Pollbook Software and Vendor Support System; and

WHEREAS, the RFP 2019-005 Evaluation Team consisting of Aaron Ammons, County Clerk, Angela Patton, Chief Deputy Clerk, Rayshon Hutchinson, IT Specialist, and Michelle Jett, Director of Training, reviewed each proposal and unanimously recommend to the Champaign County Board the award of the Voter Registration and Pollbook Software and Vendor Support System to Platinum Technology Resources, LLC; and

WHEREAS, The Finance Committee of the Whole recommends to the Champaign County Board the award of contract for the Voter Registration and Pollbook Software and Vendor Support System to Platinum Technology Resources, LLC; and

WHEREAS, an Agreement between the County and Platinum Technology Resources, LLC (hereinafter "Agreement") has been prepared; and

WHEREAS, the Agreement outlines the financial terms and service responsibilities of the parties.

NOW, THEREFORE BE IT RESOLVED that the Champaign County Board hereby authorizes the award of contract to Platinum Technology Resources, LLC for Voter Registration and Pollbook Software and Vendor Support System pursuant to RFP 2019-005 and authorizes the County Board Chair to enter into an Agreement with Platinum Technology Resources, LLC on behalf of Champaign County for an Voter Registration and Pollbook Software and Vendor Support System.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st of November 2019.

Giraldo Rosales, Chair
Champaign County Board

Attest:

Aaron Ammons, County Clerk
and *Ex-Officio* Clerk of the
Champaign County Board

Approved:

Darlene A. Kloeppel, County Executive
Date: _____

RESOLUTION NO. 2019-330

RESOLUTION AMENDING THE SCHEDULE OF AUTHORIZED POSITIONS for THE
CHAMPAIGN COUNTY INFORMATION TECHNOLOGY DEPARTMENT

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

WHEREAS, pursuant to the Champaign County Personnel Policy, the County Executive has requested the re-evaluation of the IT Systems Administrator position;

WHEREAS, the Job Content Evaluation Committee, at the direction of the County Policy, Personnel and Appointments Committee, reviewed the request for the re-evaluation of the IT Systems Administrator position and recommends the classification be changed from Grade Range H (with Salary Market Adjustment to Grade I) to Grade Range I (with Salary Market Adjustment to Grade J); and;

WHEREAS, the Finance Committee of the Whole has recommended to the County Board approval of the reclassification of the IT Systems Administrator position from Grade Range H (with Market Salary Adjustment to Grade I) to Grade Range I (with Salary Market Adjustment to Grade J);

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approves the amendment to the Champaign County Information Technology Department Schedule of Authorized Positions to reclassify the IT Systems Administrator position from Grade Range H (with Salary Market Adjustment to Grade I) to Grade Range I (with Salary Market Adjustment to Grade J), effective upon approval by the County Board.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of November 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. 2019-317

RESOLUTION APPROVING PROPERTY, LIABILITY,
AND WORKER'S COMPENSATION INSURANCE POLICIES

WHEREAS, The Champaign County Board annually approves insurance policies for the County's various property, liability, and worker's compensation insurance needs for the ensuing fiscal year; and

WHEREAS, the Champaign County Administrative Services Department has, with the assistance of Dimond Brothers Insurance Agency, the County's insurance broker, solicited quotations from the market and negotiated with current providers, and as a result provides the following recommendation for the County's insurance policies for the period from December 1, 2019 to December 1, 2020:

- Property/inland marine/boiler and machinery coverage provided by Cincinnati Insurance company in the amount of \$180,192;
- Liability coverage for Champaign County provided by ICRMT in the amount of \$431,220;
- Student Accidental Death & Dismemberment coverage for the Champaign County Head Start program provided by Capitol Indemnity in the amount of \$1,062;
- Worker's Compensation coverage for Champaign County provided ICRMT in the amount of \$198,198;
- Flood Insurance coverage for Champaign County provided by NFIP/Selective Flood in the amount of \$10,450;
- Unemployment Insurance coverage for Champaign County provided by ICRMT as a rate of 1.797% of the first \$12,960/earned/employee (**policy year January 1, 2020 to December 31, 2020**);

NOW, THEREFORE, BE IT RESOLVED by the County Board of Champaign County, Illinois that the following insurance proposals are accepted and approved as the policies to cover Champaign County's property, liability, and worker's compensation insurance needs for the period from December 1, 2018 to December 1, 2019:

- Property/inland marine/boiler and machinery coverage provided by Cincinnati Insurance company in the amount of \$180,192;
- Liability coverage for Champaign County provided by ICRMT in the amount of \$431,220;
- Student Accidental Death & Dismemberment coverage for the Champaign County Head Start program provided by Capitol Indemnity in the amount of \$1,062;
- Worker's Compensation coverage for Champaign County provided ICRMT in the amount of \$198,198;

- Flood Insurance coverage for Champaign County provided by NFIP/Selective Flood in the amount of \$10,450;
- Unemployment Insurance coverage for Champaign County provided by ICRMT as a rate of 1.797% of the first \$12,960/earned/employee (**policy year January 1, 2020 to December 31, 2020**);

PRESENTED, ADOPTED, APPROVED and RECORDED this 21st day of November 2019.

Giraldo Rosales, Chair
Champaign County Board

Attest:

Aaron Ammons, County Clerk
and *Ex-Officio* Clerk of the
Champaign County Board

Approved:

Darlene A. Kloeppel, County Executive
Date: _____

RESOLUTION NO. 2019-331

RESOLUTION APPOINTING BRYAN WRONA TO THE
PUBLIC AID APPEALS COMMITTEE

WHEREAS, Champaign County Board Chair Giraldo Rosales has submitted to the County Board the appointment of Bryan Wrona to the Public Aid Appeals Committee; and

WHEREAS, such appointment requires the advice and consent of the County Board under 305 ILCS 5/11-8; and

WHEREAS, the Policy, Personnel & Appointments Committee of the Whole has approved the appointment of Bryan Wrona to the Public Aid Appeals Committee and recommends approval of same to the Champaign 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 Bryan Wrona to the Public Aid Appeals Committee for a term commencing December 1, 2019 and ending November 30, 2021; and

BE IT FURTHER RESOLVED that the County Clerk transmit a certified copy of this resolution to: Bryan Wrona, 3002 Valleybrook, Champaign, IL 61822.

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

Giraldo Rosales, Chair
Champaign County Board

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

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

RESOLUTION NO. 2019-332

RESOLUTION APPOINTING ANDREW QUARNSTROM TO THE
PUBLIC AID APPEALS COMMITTEE

WHEREAS, Champaign County Board Chair Giraldo Rosales has submitted to the County Board the appointment of Andrew Quarnstrom to the Public Aid Appeals Committee; and

WHEREAS, such appointment requires the advice and consent of the County Board under 305 ILCS 5/11-8; and

WHEREAS, the Policy, Personnel & Appointments Committee of the Whole has approved the appointment of Andrew Quarnstrom to the Public Aid Appeals Committee and recommends approval of same to the Champaign 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 Andrew Quarnstrom to the Public Aid Appeals Committee for a term commencing December 1, 2019 and ending November 30, 2021; and

BE IT FURTHER RESOLVED that the County Clerk transmit a certified copy of this resolution to: Andrew Quarnstrom, 1310 Broadmoor, Champaign, IL 61821.

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

Giraldo Rosales, Chair
Champaign County Board

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

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

RESOLUTION NO. 2019-334

RESOLUTION DESIGNATING THE 2020
CHAMPAIGN COUNTY BOARD CALENDAR OF MEETINGS

WHEREAS, The Champaign County Board annually designates its schedule of meetings; and

WHEREAS, The Champaign County Board designates the Champaign County Board Calendar of Meetings for January 1, 2020 through December 31, 2020 as listed as Attachment A to this resolution;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the January 1, 2020 through December 31, 2020 Champaign County Board Calendar of Meetings is adopted as indicated on the attachment to this resolution.

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

Giraldo Rosales, Chair
Champaign County Board

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

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

CHAMPAIGN COUNTY HIGHWAY DEPARTMENT

JEFF BLUE
COUNTY ENGINEER

1605 E. MAIN STREET

(217) 384-3800
FAX (217) 328-5148

URBANA, ILLINOIS 61802

To: Champaign County Board

From: Jeff Blue, P.E. Champaign County Engineer

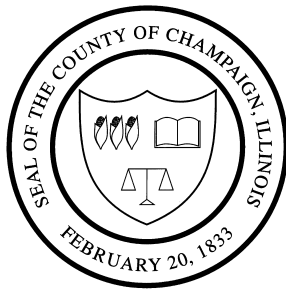
I respectfully request the 2020 Champaign County Board Calendar of Meetings be revised in the following manner:

Move October 9, 2020 Highway and Transportation Committee meeting to October 2, 2020.

Giraldo Rosales
Chair

grosales@co.champaign.il.us

Lorraine Cowart
Vice-Chair



Brookens Administrative Center
1776 East Washington Street
Urbana, Illinois 61802
Phone (217) 384-3776
Fax (217) 384-3896

**Office of
County Board
Champaign County, Illinois**

CHAMPAIGN COUNTY BOARD
2020 Calendar of Meetings

ALL MEETINGS HELD IN THE LYLE SHIELDS MEETING ROOM,
Brookens Administrative Center, 1776 East Washington, Urbana, Illinois
Unless Otherwise Noted

January

County Facilities Committee	Tuesday, January 7, 2020 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, January 9, 2020 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	Friday, January 10, 2020 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, January 14, 2020 @ 6:30 p.m.
COUNTY BOARD	Thursday, January 23, 2020 @ 6:30 p.m.
<i>County Board Study Session (Only If Required)</i>	<i>Tuesday, January 28, 2020 @ 6:00 p.m.</i>

February

County Facilities Committee	Tuesday, February 4, 2020 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, February 6, 2020 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	Friday, February 7, 2020 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, February 11, 2020 @ 6:30 p.m.
COUNTY BOARD	Thursday, February 20, 2020 @ 6:30 p.m.
<i>County Board Study Session (Only If Required)</i>	<i>Tuesday, February 25, 2020 @ 6:00 p.m.</i>

March

County Facilities Committee	Tuesday, March 3, 2020 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, March 5, 2020 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	Friday, March 6, 2020 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, March 10, 2020 @ 6:30 p.m.
COUNTY BOARD	Thursday, March 19, 2020 @ 6:30 p.m.
<i>County Board Study Session (Only If Required)</i>	<i>Tuesday, March 24, 2020 @ 6:00 p.m.</i>

April

Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana <i>*Changed due to Good Friday</i>	<i>*Friday, April 3, 2020 @ 9:00 a.m.</i>
-----------------------------------------------------------------------------------------------------------------------------	-------------------------------------------

County Facilities Committee	Tuesday, April 7, 2020 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, April 9, 2020 @ 6:30 p.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, April 14, 2020 @ 6:30 p.m.
COUNTY BOARD	Thursday, April 23, 2020 @ 6:30 p.m.
<i>County Board Study Session (Only If Required)</i>	<i>Tuesday, April 28, 2020 @ 6:00 p.m.</i>

May

County Facilities Committee	Tuesday, May 5, 2020 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, May 7, 2020 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	Friday, May 8, 2020 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, May 12, 2020 @ 6:30 p.m.
COUNTY BOARD	Thursday, May 21, 2020 @ 6:30 p.m.
<i>County Board Study Session (Only If Required)</i>	<i>Tuesday, May 26, 2020 @ 6:00 p.m.</i>

June

County Facilities Committee	Tuesday, June 2, 2020 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, June 4, 2020 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	Friday, June 5, 2020 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, June 9, 2020 @ 6:30 p.m.
COUNTY BOARD	Thursday, June 18, 2020 @ 6:30 p.m.
<i>County Board Study Session (Only If Required)</i>	<i>Tuesday, June 23, 2020 @ 6:00 p.m.</i>

July

County Facilities Committee	No Committee Meeting for July 2020
Environment & Land Use Committee	No Committee Meeting for July 2020
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	No Committee Meeting for July 2020
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	No Committee Meeting for July 2020
COUNTY BOARD	Thursday, July 23, 2020 @ 6:30 p.m.

August

County Facilities Committee	Tuesday, August 4, 2020 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, August 6, 2020 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	Friday, August 7, 2020 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, August 11, 2020 @ 6:30 p.m.
COUNTY BOARD	Thursday, August 20, 2020 @ 6:30 p.m.
Legislative Budget Hearings – FY2021	Monday, August 24, 2020 @ 6:00 p.m. & Tuesday, August 25, 2020 @ 6:00 p.m.

September

County Facilities Committee	Tuesday, September 8, 2020 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, September 10, 2020 @ 6:30 p.m.
Highway & Transportation Committee –	Friday, September 11, 2020 @ 9:00 a.m.

County Highway Building, 1605 E. Main, Urbana	
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, September 15, 2020 @ 6:30 p.m.
COUNTY BOARD	Thursday, September 24, 2020 @ 6:30 p.m.

October

Special Finance Committee of the Whole – FY 2021 Budget	Thursday, October 1, 2020 @ 6:30 p.m.
County Facilities Committee	Tuesday, October 6, 2020 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, October 8, 2020 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	Friday, October 9, 2020 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, October 13, 2020 @ 6:30 p.m.
COUNTY BOARD	Thursday, October 22, 2020 @ 6:30 p.m.
<i>County Board Study Session (Only If Required)</i>	<i>Tuesday, October 27, 2020 @ 6:00 p.m.</i>

November

County Facilities Committee <i>*Changed due to Election Day</i>	*Wednesday, November 4, 2020 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, November 5, 2020 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	Friday, November 6, 2020 @ 6:30 p.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, November 10, 2020 @ 6:30 p.m.
COUNTY BOARD	Thursday, November 19, 2020 @ 6:30 p.m.
<i>County Board Study Session (Only If Required)</i>	<i>Tuesday, November 24, 2020 @ 6:00 p.m.</i>

December

Biennial Organizational Meeting	Monday, December 7, 2020 @ 6:00 p.m.
COUNTY BOARD	Thursday, December 17, 2020 @ 6:30 p.m.

ORDINANCE NO. 12

AN ORDINANCE ESTABLISHING INFORMATION TECHNOLOGY RESOURCES
POLICY AND PROCEDURES

WHEREAS, the Champaign County Board has heretofore adopted Ordinance Number 652 - An Ordinance Establishing Information Technology Resources Policy & Procedures; and

WHEREAS, the Champaign County Board finds that Ordinance No. 652 has become outdated and obsolete; and

WHEREAS, with the recommendation of the County Executive, the Champaign County Board seeks to adopt the attached policy; and

NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED by the Champaign County Board that the attached Champaign County Technology Policy November 2019 be adopted and will supersede Ordinance No. 652 - An Ordinance Establishing Information Technology Resources Policy & Procedures.

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

Giraldo Rosales, Chair
Champaign County Board

ATTEST:

Aaron Ammons, County Clerk
and Ex-Officio Clerk of the
County Board

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

Champaign County Technology Policy November 2019

Computer, Internet and Network Usage:

Champaign County has e-mail and internet access systems in place for Champaign County business. We also have software and systems in place that can monitor and record all internet usage. The e-mail and internet access systems in place are the sole property of Champaign County. The technology is in place for business related to Champaign County. Employees may use the technology for limited personal purposes as long as that use does not interfere with the employee's work, or jeopardize the integrity of the Champaign County computer system, e-mail system or internet access. The technology may also not be used for any purpose which would violate Champaign County policies or state or federal law. If an employee is found to be abusing the technology, his or her access may be limited or eliminated altogether. An employee is also subject to discipline, up to and including termination. Nothing on the internet system or any property of Champaign County, including phones or voice mail, is or can become the private property of any employee.

THERE CAN BE NO EXPECTATION OF PRIVACY OR ASSURANCE OF CONFIDENTIALITY FOR ANY MESSAGES OR FOR ANY USE OR PATTERN OF USAGE OF THE CHAMPAIGN COUNTY INTERNET, PHONES OR ANY OTHER PROPERTY.

We want you to be aware that our security systems are capable of recording for each and every user, each World Wide Web site visit, each chat, and each newsgroup or e-mail message accessed on each computer station within Champaign County. The system is also capable of recording each file transfer into and out of our internal networks. We reserve at all times the right to monitor such activity. No employee should have any expectation of privacy as to any internet usage or telephone system. The management of Champaign County may review internet activity, voice mail messages, and analyze usage patterns in an effort to maintain the highest levels of productivity. We reserve the right to inspect any and all files stored in private areas of our network in order to assure compliance with this policy.

The system must never be used in violation of our policy against discrimination and harassment. The display or access of any kind of sexually explicit image or document on the Champaign County system is a violation of both this internet policy and Champaign County's nondiscrimination and harassment policy. In addition, sexually explicit material may not be archived, stored, distributed, edited

or recorded using our network or computing resources. Champaign County may use independently-supplied software and data to identify inappropriate or sexually-explicit internet sites. We may block access from within our networks to all such sites. If you find yourself inadvertently connected to a site that contains sexually explicit or offensive material, you must immediately disconnect from that site, regardless of whether that site has been previously deemed acceptable by any monitoring, screening or rating program.

Champaign County's internet facilities and computing resources must not be used knowingly to violate the laws and regulations of the United States or any other nation, or the laws and regulations of any state, Champaign County, province or other local jurisdiction in any material way. Use of any Champaign County resources for illegal activity is grounds for immediate dismissal, and we will cooperate with any legitimate law enforcement agency in the investigation of such activity.

Any software or files downloaded via the internet into the Champaign County network become the property of Champaign County. Any such files or software may be used only in ways that are consistent with their licenses or copyrights.

No employee may use Champaign County facilities knowingly to download or distribute pirated software or data. No employee may use Champaign County's internet facilities to deliberately propagate any virus, worm, "Trojan horse," or trap-door program code. No employee may use Champaign County's internet facilities knowingly to disable or overload any computer system or network, or to circumvent any system intended to protect the privacy or security of another user.

Each employee using the internet facilities of Champaign County shall identify himself or herself honestly, accurately and completely, including Champaign County affiliation and function, when participating in Champaign County related chat groups, newsgroups, message boards, or discussion lists, or when setting up accounts on outside computer systems on behalf of Champaign County. Employees may not represent their statements as official Champaign County policy or practice without proper authorization. Participating in non-Champaign County-related chat groups, newsgroups, message boards or discussion lists by use of Champaign County hardware is prohibited.

Any material posted to any forum, newsgroup, chat group, or internet site in the course of an employee's duties, remains the property of Champaign County. Employees are reminded that chat groups and newsgroups are public forums where it is inappropriate to reveal confidential Champaign County information as defined in this manual. Employees releasing confidential information via any internet

facility, whether intentional or inadvertent, may be subject to disciplinary actions, including termination.

Use of Champaign County internet facilities to commit infractions such as misuse of Champaign County assets or resources, sexual harassment, unauthorized public speaking and misappropriation or theft of intellectual property are also prohibited by general Champaign County policy, and will be subject to discipline, including termination.

It is a violation of Champaign County policy to store, view, print or redistribute any document or graphic file that is not directly related to the user's job or Champaign County's business activities and which would constitute a violation of Champaign County's policy against discrimination and harassment.

Employees may from time to time use Champaign County internet facilities for non-business research outside of work hours provided they request permission from their supervisor before engaging in such use, and provided all other usage policies are observed.

Champaign County will comply with reasonable requests from law enforcement and regulatory agencies for logs, diaries and archives on any individual employee's internet activities.

Employees must take care to understand federal and state copyright, trademark, libel, slander and public speech control laws so that our use of the internet does not violate any laws which might be enforced against us.

Employees with internet access may download only software with direct business use, and must arrange to have such software properly licensed and registered. Downloaded software must be used only under the terms of its license.

Employees may not use Champaign County internet facilities to download entertainment software or games, or to play games over the internet, including games against opponents.

Employees with internet access may not use Champaign County internet facilities to download images or videos unless there is an explicit business-related use for the material.

Employees with internet access may not download any software licensed to Champaign County or data owned or licensed by Champaign County without explicit authorization from the supervisor responsible for the software or data.

HIPAA, CJIS, and LEADS require that computers be locked or logged off when not actively being used by the employee. Employees should change user passwords at a minimum of every six months.

Whenever possible, computer passwords should be a minimum of 8 characters long and should consist of at least one upper case letter, one lower case letter, and two numbers.

At or before termination, employees are required to surrender all passwords in their use or possession to their department head; employees shall not change any passwords after surrendering them prior to termination.

Security

Champaign County has installed a variety of firewalls, proxies, address screening programs and other security systems to assure the safety and security of Champaign County's networks. Any employee who attempts to disable, defeat or circumvent any Champaign County security facility will be subject to discipline, including immediate termination.

Computers that use their own modems to create independent data connections sidestep our network security mechanisms. An individual computer's private connection to any outside computer can be used by an attacker to compromise any Champaign County network to which that computer is attached. That is why any computer used for independent dial-up or leased-line connections to any outside computer or network must be physically isolated from Champaign County's internal networks. Only those internet services and functions with documented business purposes for Champaign County will be enabled at the internet firewall.

EMPLOYEES WHO MISUSE THE CHAMPAIGN COUNTY INTERNET/EMAIL SYSTEM MAY BE SUBJECT TO DISCIPLINE UP TO AND INCLUDING TERMINATION. REMEMBER THAT YOU HAVE NO EXPECTATION OF PRIVACY IN ANY CHAMPAIGN COUNTY EQUIPMENT OR PROPERTY, INCLUDING BUT NOT LIMITED TO DESKS, COMPUTERS, INTERNET ACCESS, VOICE MAIL, OR E-MAIL.

Security of Portable Data Storage Devices:

Champaign County requires that employees who have been issued Champaign County laptop or tablet computers, cell phones and other information storage devices take certain precautions to prevent theft or data breach.

With all portable data storage devices such as laptop or tablet computers, cell phones or other information storage devices Champaign County requires that:

Strong passwords are used to secure information on the device;

No unauthorized persons are allowed to access to the information storage device;

Usernames or passwords are not shared with any person, with the exception of authorized employees;

Only authorized hardware, software or information security programs are installed on the device with authorization and approval from management;

Care is taken to ensure the device is properly locked and secured when it is not in the immediate possession of the employee.

In the event that a device is lost or stolen, or in the event that information security has been breached, employees are to advise their department head and the Information Technology Helpdesk immediately.

Cell Phones:

Employees are prohibited from using cell phones when engaged in the following activities:

- While driving or operating a moving vehicle unless a hands free device is used;
- While driving in a school zone or construction zone, even if a hands free device is used;
- While operating machinery;
- While in close proximity to moving equipment or machinery;
- At any time when the use of a cell phone might place you or others at risk.

Employees are discouraged from conducting personal business on portable electronic devices during work hours. Employees are expected to mute or lower the ring tone volume on their personal cell phones during work hours so as not to disturb others. If cell phone use during work hours becomes necessary, employees are expected to exercise courtesy towards others in the workplace and to avoid being loud or disruptive.

Social Media Policy and Guidelines:

This is the official policy for social media use at Champaign County and provides guidance for employees and elected officials on their professional and personal use of social media.

All employees are responsible for knowing and understanding the policy.

Professional Use of Social Media

Before engaging in social media as a representative of Champaign County, you must be authorized to comment by an elected official or department head. You may not comment as a representative of Champaign County unless you are authorized to do so.

Once authorized to comment, you must:

- Disclose you are an employee or elected official of Champaign County, and use only your own identity.
- Disclose and comment only on non-confidential information. Confidential information is separately defined in this policy.
- Ensure that all content published is accurate and not misleading and complies with all Champaign County policies.
- Comment only on your area of expertise and authority.
- Ensure comments are respectful and refrain from posting or responding to material that is offensive, obscene, defamatory, threatening, harassing, bullying, and discriminatory, infringes copyright, breaches a Court order, or is otherwise unlawful.
- Refrain from making comments or posting material that might otherwise cause damage to Champaign County's reputation or bring it into disrepute.

Personal Use of Social Media

Champaign County recognizes that you may wish to use social media in your own personal life. This policy does not intend to discourage or unduly limit your personal expression or online activities.

However, you should recognize the potential for damage caused (either directly or indirectly) to Champaign County in certain circumstances via your personal use of social media when you can be identified as an employee of Champaign County. Accordingly, you should comply with this policy to ensure that risk of such damage is minimized. You are personally responsible for the content you publish in a personal capacity on any form of social media platform. Remember that all posts are

public and often permanent. When in doubt, you should seek guidance from your department head on how to comply with this policy. Champaign County reserves the right to read what you write or say publicly and make a determination if it meets this policy.

- Represent yourself accurately. Unless Champaign County has designated you to speak officially for Champaign County, you should not state that you write or speak on behalf of Champaign County or that your viewpoints are the same as Champaign County's, and you should make this clear to those reading or listening to your points of view.
- Do not disclose private or confidential information about Champaign County, employees, or about citizens that you obtained through your employment with Champaign County. Confidential information is information that is exempt from disclosure under Sections 7 or 7.5 of the Illinois Freedom of Information Act, 5 ILCS 140/7, 7.5 or which is prohibited from being disclosed under state or federal law.
- Even when using social media on a personal basis, employees may be disciplined for posting material that is, or might be construed as, vulgar, obscene, threatening, intimidating, harassing, or a violation of Champaign County's workplace policies against discrimination, harassment on account of age, race, religion, sex, sexual orientation, ethnicity, nationality, disability, or other protected class, status, or characteristic.
- If you chose to identify your work affiliation on a social network, you should regard all communication on that network as you would in a professional network. Ensure your profile, photographs and related content is consistent with how you wish to present yourself with colleagues and clients.
- Employees who access social media during work hours or on Champaign County owned equipment should still comply with Champaign County computer usage policy. There is no right to privacy on Champaign County owned equipment.
- Champaign County may discipline employees for making a comment or posting any material that might otherwise cause damage to Champaign County's reputation or bring it into disrepute. When the employee's comment is made as a citizen and not as an employee and is made on a matter of public concern, Champaign County may discipline the employee in situations where the interests of Champaign County in promoting efficient operations outweighs the interests of the employee in commenting on such matters of public concern.

Nothing in this policy shall be interpreted in a manner that unlawfully prohibits the right of employees to engage in protected concerted activity under the Illinois Public Labor Relations Act. Champaign County has and always will comply fully with the obligations under the Illinois Public Labor Relations Act. Likewise, nothing in this

policy shall be interpreted in a manner that unlawfully restricts an employee's rights under the federal or state Constitution. Champaign County has and always will comply with federal and state law.

A violation of this policy may subject an employee to discipline, up to and including termination.

Identity Protection:

- I. It is the policy of Champaign County's to protect social security numbers from unauthorized disclosure in accordance with the Illinois Identity Protection Act, 5 ILCS 179/1 et. seq. All employees of Champaign County's are required to comply with this Identity Protection Policy ("Policy"). For purposes of this policy, only, "employee" shall be defined as any person performing work on behalf of Champaign County's including, but not limited to, full-time, part-time, seasonal, temporary or contractual employees, volunteers, interns, and elected or appointed officials.
- II. Any employee of Champaign County's who has access to social security numbers in the course of performing their duties will be trained to protect the confidentiality of social security numbers and will be trained on the requirements of this Policy. Training will include instructions on the proper handling of information and documents that contain social security numbers from the time of collection through the destruction of the information or documents.
- III. Champaign County's prohibits the following:
 - A. Publicly posting or publicly displaying in any manner an individual's social security number;
 - B. Printing an individual's social security number on any card required for the individual to access products or services provided by Champaign County's;
 - C. Requiring an individual to transmit his or her social security number over the Internet, unless the connection is secure or the social security number is encrypted;
 - D. Printing an individual's social security number on any materials that are mailed to the individual, through the U.S. Postal Service, any private mail service, electronic mail, or any similar method of delivery,

unless State or federal law requires the social security number to be on the document to be mailed.

- IV. Notwithstanding any provision in this Policy to the contrary, social security numbers may be included in applications and forms sent by mail, including, but not limited to, any material mailed in connection with the administration of the Unemployment Insurance Act, any material mailed in connection with any tax administered by the Department of Revenue, and documents sent as part of an application or enrollment process or to establish, amend, or terminate an account, contract, or policy or to confirm the accuracy of the social security number. A social security number that may be permissibly mailed under this Policy may not be printed, in whole or in part, on a postcard or other mailer that does not require an envelope, or be visible on an envelope without the envelope having been opened.
- V. Champaign County prohibits the following:
- A. The collection, use or disclosure of a social security number from an individual, unless (i) required under State or federal law, rules, or regulations, or the collection, use, or disclosure of the social security number is otherwise necessary for the performance of that agency's duties and responsibilities; (ii) the need and purpose for the social security number is documented before collection of the social security number; and (iii) the social security number collected is relevant to the documented need and purpose;
 - B. Requiring an individual to use his or her social security number to access an Internet website;
 - C. Using the social security number for any purpose other than the purpose for which it was collected.
- VI. Notwithstanding any provision in this Policy to the contrary, social security numbers may be collected, disclosed or used in the following circumstances:
- A. The disclosure of social security numbers to agents, employees, contractors, or subcontractors of a governmental entity or disclosure by a governmental entity to another governmental entity or its agents, employees, contractors, or subcontractors if disclosure is necessary in order for the entity to perform its duties and responsibilities, and if disclosing to a contractor or subcontractor, prior to such disclosure, the individual acting on behalf of Champaign County's first receives from the contractor or subcontractor a copy of the contractor's or

subcontractor's policy that sets forth how the requirements imposed under this Policy of protecting an individual's social security number will be achieved;

- B. The disclosure of social security numbers pursuant to a court order, warrant, or subpoena;
 - C. The collection, use, or disclosure of social security numbers in order to ensure the safety of: State and local government employees; persons committed to correctional facilities; local jails, and other law enforcement facilities or retention centers; wards of the State; youth in care as defined in Section 4d of the Children and Family Services Act, and all persons working in or visiting a State or local government agency facility;
 - D. The collection, use, or disclosure of social security numbers for internal verification or administrative purposes;
 - E. The disclosure of social security numbers by a State agency to any entity for the collection of delinquent child support or of any State debt or to a government agency to assist with an investigation or the prevention of fraud;
 - F. The collection or use of social security numbers to investigate or prevent fraud, to conduct background checks, to collect a debt, to obtain a credit report from a consumer reporting agency under the federal Fair Credit Reporting Act, to undertake any permissible purpose that is enumerated under the federal Gramm-Leach-Bliley Act, or to locate a missing person, a lost relative, or a person who is due a benefit, such as a pension benefit or unclaimed property benefit.
- VII. Only employees who are required to use or handle information or documents that contain social security numbers are permitted to have access to such information or documents.
- VIII. When Champaign County must request an individual provide a social security number, it must be provided in a manner that makes the social security number easy to redact if the record is required to be released as part of a response to a public records request.
- IX. When collecting a social security number, or upon request by an individual, Champaign County will provide a statement of the purpose or purposes for

which Champaign County is collecting and using the social security number provided.

- X. Any individual responding to a Freedom of Information Act request or other request for records, must redact social security numbers from the information or documents before allowing the public inspection or copying of the information or documents.
- XI. This Policy does not apply to the collection, use or disclosure of a social security number as required by State or federal law, rule, or regulation.
- XII. This Policy does not apply to documents that are recorded with a county recorder or required to be open to the public under any State or federal law, rule or regulation, applicable case law, Supreme Court Rule, or the Constitution of the State of Illinois. Notwithstanding this section, county recorders must comply with 5 ILCS 179/35.
- XIII. If a federal law takes effect requiring any federal agency to establish a national unique patient health identifier program, any employee of Champaign County that complies with that federal law shall be deemed to be in compliance with this Policy.
- XIV. Champaign County prohibits the encoding or embedding of a social security number in or on a card or document, including, but not limited to, using a bar code, chip, magnetic strip, RFID technology, or other technology, in place of removing the social security number as required by this Policy.
- XV. This Policy must be provided to the Board of Champaign County within thirty (30) days of approval and employees will be promptly advised of the existence of this Policy and will be provided a copy of this Policy promptly upon approval.
- XVI. Champaign County will make a copy of this Policy available to any member of the public, upon request.
- XVII. If this Policy is amended in the future, a copy will be provided to the Board of Champaign County, and employees will be promptly advised of the amended Policy and provided with a copy of the Policy.
- XVIII. This Policy does not supersede any more restrictive law, rule, or regulation regarding the collection, use or disclosure of social security numbers.

- XIX. Anyone violating this policy is subject to disciplinary action, up to and including termination of employment and/or criminal prosecution as provided in 5 ILCS 179/45 or any other applicable law.

ORDINANCE NO. 13

AN ORDINANCE ESTABLISHING A DISCRIMINATION AND HARASSMENT POLICY

WHEREAS, the Champaign County Board has heretofore adopted very minimal County policies regarding prohibition of discrimination and harassment; and

WHEREAS, the Champaign County Board finds that these policies have become outdated and inadequate; and

WHEREAS, with the recommendation of the County Executive, the Champaign County Board seeks to adopt the attached policy; and

NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED by the Champaign County Board that the attached Champaign County Discrimination and Harassment Policy November 2019 be adopted and will supersede any previous policies regarding prohibition of discrimination and harassment.

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

Giraldo Rosales, Chair
Champaign County Board

ATTEST:

Aaron Ammons, County Clerk
and Ex-Officio Clerk of the
County Board

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

Champaign County Policy Against Discrimination, Harassment, and Sexual Misconduct November 2019

Statement of Policy:

It is Champaign County's policy that it will not tolerate or condone discrimination or harassment on the basis of race, color, religion, creed, sex, gender-identity, gender-expression, sexual orientation, pregnancy, childbirth, medical or common conditions relating to pregnancy and childbirth, genetic information, national origin, age, physical or mental disability, ancestry, marital status, military status, arrest record, unfavorable discharge from military service, order of protection status, citizenship status or any other classification protected under federal or state law. Sexual misconduct is also prohibited. Champaign County will neither tolerate nor condone discrimination, harassment or sexual misconduct by employees, managers, supervisors, elected officials, co-workers, or non-employees with whom Champaign County has a business, service, or professional relationship. "Employee," for purposes of this policy only, includes any individual performing work for Champaign County, an apprentice, an applicant for apprenticeship, or an unpaid intern. Champaign County has appointed the Deputy Director of Administration as its ethics officer to receive and oversee investigations of complaints made pursuant to this policy and s/he is referred to in this policy as Champaign County's "Ethics Officer." Champaign County reserves the right to change the Ethics Officer from time to time.

Retaliation against an employee who complains about or reports any act of discrimination, harassment or misconduct in violation of this policy is prohibited. Retaliation against any employee who participates in an investigation pursuant to this policy is likewise prohibited. Champaign County is committed to ensuring and providing a work place free of discrimination, harassment, sexual misconduct and retaliation. Champaign County will take disciplinary action, up to and including termination, against an employee who violates this policy.

As set forth above, sexual harassment and sexual misconduct are prohibited. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, or any other visual, verbal or physical conduct of a sexual nature when:

1. submission to or rejection of this conduct explicitly or implicitly affects a term or condition of individual's employment;

2. submission to or rejection of the conduct is used as the basis for an employment decision affecting the harassed employee or;
3. the harassment has the purpose or effect of unreasonably interfering with the employee's work performance or creating an intimidating, hostile or offensive work environment because of the persistent, severe or pervasive nature of the conduct.

Sexual harassment can occur in a variety of circumstances, including but not limited to the following:

- The employee as well as the harasser may be a woman or a man. The employee does not have to be of the opposite sex.
- The harasser can be the employee's supervisor, an agent of the employer, a supervisor in another area, a co-worker, or a non-employee.
- The employee does not have to be the person harassed but could be anyone affected by the offensive conduct.
- Unlawful sexual harassment may occur without economic injury to or discharge of the employee.
- The harasser's conduct must be unwelcome.

Each employee must exercise his or her own good judgment to avoid engaging in conduct that may be perceived by others as sexual harassment or harassment based on any status protected by law. The following are illustrations of actions that Champaign County deems inappropriate and in violation of our policy:

1. Unwanted sexual advances.
2. Offering employment benefits in exchange for sexual favors.
3. Retaliating or threatening retaliation after a negative response to a sexual advance or after an employee has made or threatened to make a harassment complaint.
4. Visual conduct such as leering, making sexual gestures, displaying sexually suggestive objects or pictures, cartoons, calendars or posters.

5. Verbal conduct such as making derogatory comments, using epithets or slurs, making sexually explicit jokes or suggestive comments about a person's body or dress.
6. Written or electronic communications of a sexual nature or containing statements or images which may be offensive to individuals in a particular protected group, such as racial or ethnic stereotypes or stereotypes about disabled individuals.
7. Physical conduct such as unwanted touching, assaulting, impeding or blocking movements.

Sexual misconduct is strictly prohibited by Champaign County and can include any inappropriate and/or illegal conduct of a sexual nature including, but not limited to, sexual abuse, sexual exploitation, sexual intimidation, rape, sexual assault, or ANY sexual contact or sexual communications with a minor (including, but not limited to, conduct or communications which are written, electronic, verbal, visual, virtual or physical).

Responsibilities:

A. Supervisors

Each supervisor shall be responsible for ensuring compliance with this policy, including the following:

1. Monitoring the workplace environment for signs of discrimination, harassment or sexual misconduct;
2. Immediately notifying law enforcement where there is reasonable belief that the observed or complained of conduct violates the criminal laws of the State of Illinois.
3. Immediately notifying the Department of Children and Family Services (DCFS) Hotline (1-800-25-ABUSE or 1-800-252-2873) if the observed or complained of conduct involves the abuse of a minor.
4. Immediately stopping any observed acts of discrimination, harassment or sexual misconduct and taking appropriate steps to intervene, whether or not the involved employees are within his/her line of supervision;

5. Immediately reporting any complaint of harassment, discrimination or sexual misconduct to the State's Attorney to the Ethics Officer, and:
6. Taking immediate action to limit the work contact between the individuals when there has been a complaint of discrimination, harassment or sexual misconduct, pending investigation.

B. Employees

Each employee is responsible for assisting in the prevention of discrimination, harassment and sexual misconduct through the following acts:

1. Refraining from participation in, or encouragement of, actions that could be perceived as discrimination, harassment or sexual misconduct;
2. Immediately reporting any violations of this policy to a supervisor, the Ethics Officer, or the State's Attorney and law enforcement (if appropriate under the circumstances) and/or DCFS (if appropriate under the circumstances); Employees are obligated to report violations of this policy as soon as they occur. An employee should not wait until the conduct becomes unbearable before reporting the prohibited conduct. All employees are obligated to report instances of prohibited conduct even if the conduct is merely observed and directed toward another individual and even if the other person does not appear to be bothered or offended by the conduct. All employees are obligated to report instances of prohibited conduct regardless of the identity of the alleged offender (e.g. man, woman, supervisor, elected official, co-worker, volunteer, vendor, member of public).
3. Encouraging any employee who confides that he/she is the victim of conduct in violation of this policy to report these acts to a supervisor.

Failure to take action to stop known discrimination, harassment or sexual misconduct may be grounds for discipline.

There is a clear line most cases between a mutual attraction and a consensual exchange and unwelcome behavior or pressure for an intimate relationship. A friendly interaction between two persons who are receptive to one another is not considered unwelcome or harassment. Employees are free to form social relationships of their own choosing. However, when one employee is pursuing or forcing a relationship upon another who does not like or want it, regardless of friendly intentions, the behavior is unwelcome sexual behavior. An employee confronted with these actions is encouraged to inform the harasser that such behavior is offensive and must stop. You should assume that sexual comments

are unwelcome unless you have clear unequivocal indications to the contrary. In other words, another person does not have to tell you to stop for your conduct to be harassment and unwelcome. Sexual communications and sexual contact with a minor are ALWAYS prohibited.

If you are advised by another person that your behavior is offensive, you must immediately stop the behavior, regardless of whether you agree with the person's perceptions of your intentions.

Champaign County does not consider conduct in violation of this policy to be within the course and scope of employment and does not sanction such conduct on the part of any employee, including supervisory and management employees.

Applicable Procedures:

Champaign County takes allegations of discrimination, harassment and sexual misconduct very seriously. It will actively investigate all complaints.

It is helpful for the employee to directly inform the offending individual that the conduct is unwelcome and must stop. The employee should use Champaign County's complaint procedure to advise Champaign County of any perceived violation of this policy as soon as it occurs.

A. Bringing a Complaint

Any employee of Champaign County who believes that there has been a violation of this policy may bring the matter to the attention of Champaign County in one of the following ways:

1. Advising his or her supervisor or the Ethics Officer for Champaign County; or
2. Advising the offending employee's supervisor or the State's Attorney, or the County Executive in the event that the alleged harasser is the State's Attorney.

If the complaint involves someone in the employee's direct line of command, then the employee should go directly to the State's Attorney or the Ethics Officer.

The complaint should be presented as promptly as possible after the alleged

violation of this policy occurs.

Champaign County will take steps to ensure that complaints made are kept confidential to the extent permissible under the law. Individuals who are involved in an investigation under this policy are required to keep the matter confidential to the fullest extent permitted under the law.

B. Resolution of a Complaint

Promptly after a complaint is submitted, Champaign County will undertake such investigation, corrective and preventive actions as are appropriate. In general, the procedure in resolving any complaints can (but will not necessarily) include any of the following items:

1. A meeting between the employee making the complaint and an individual designated by Champaign County to investigate such complaints. Important data to be provided by the complaining employee includes the following:
 - a. A description of the specific offensive conduct;
 - b. Identification of all person(s) who engaged in the conduct;
 - c. The location where the conduct occurred;
 - d. The time when the conduct occurred;
 - e. Whether there were any witnesses to the conduct;
 - f. Whether conduct of a similar nature has occurred on prior occasions;
 - g. Whether there are any documents which would support the complaining employee's allegations;
 - h. What impact the conduct had on the complaining employee.
2. While not required, Champaign County encourages anyone who makes a complaint under this policy to provide a written statement setting forth the above details and attaching any pertinent records.
3. After a complaint is submitted by the employee, the alleged offending individual should be contacted by a designated representative of Champaign County. The alleged offending individual should be advised

of the charges brought against him or her, and may be provided with a copy of the written statement of complaint made by the complaining employee (if applicable). The alleged offending individual should have an opportunity to fully explain his or her side of the circumstances, and may also submit a written statement, if desired.

4. After the alleged offending individual is interviewed, any witnesses identified by either the complaining employee or the alleged offending individual may be interviewed separately.
5. Once this investigation is completed, Champaign County will take such action as is appropriate based upon the information obtained in the investigation. In the event that Champaign County finds merit in the charges made by the complaining employee, disciplinary action will be taken against the offending employee. This disciplinary action may, but need not necessarily, include:
 - a. Verbal or written reprimand;
 - b. Placing the offending employee on a corrective action plan for a period of time to be identified;
 - c. Delay in pay increases or promotions;
 - d. Suspending the offending employee from work without pay;
 - e. Demotion;
 - f. Immediate termination.
6. Upon completion of the investigation, Champaign County will advise the complaining employee of the results of the investigation, including action taken, if any, against the offending individual.

When investigating alleged violations of this policy, Champaign County looks at the whole record including, but not limited to, the nature of the allegations, the context in which the alleged incidents occurred, and the statements of the parties and witnesses. A determination on the allegations is made from the facts on a case-by-case basis.

Non-Retaliation:

Under no circumstances will there be any retaliation against any employee making a complaint of discrimination, harassment or sexual misconduct. Any act of retaliation by any party directed against a complaining employee, an accused employee, witnesses, or participants in the process will be treated as a separate and distinct complaint and will be similarly investigated. Complaints of retaliation should be addressed to the Ethics Officer, State's Attorney, or **County Executive**. Illinois law provides protections to whistleblowers as set forth in the Whistleblower Act, 740 ILCS 174/15 and the Illinois Human Rights Act, 775 ILCS 5/6-101.

Discipline, Fines and Penalties:

In addition to any and all other discipline that may be applicable pursuant to Champaign county policies, employment agreements, procedures, employee handbooks and/or collective bargaining agreement, any person who violates this policy or the Prohibition on Sexual Harassment contained in 5 ILCS 430/5-65, may be subject to a fine of up to \$5,000 per offense, applicable discipline or discharge by Champaign County and any applicable fines and penalties established pursuant to local ordinance, state law or federal law. Each violation may constitute a separate offense. Any discipline imposed by Champaign County shall be separate and distinct from any penalty imposed by an ethics commission and any fines or penalties imposed by a court of law or a state or federal agency.

False Reports Prohibited:

It is a violation of this policy for an employee to knowingly make a false report of discrimination, harassment, sexual misconduct, or retaliation. An employee who is found to have knowingly made a false report is subject to disciplinary action, as set forth in Section III.B.5, above.

Additional Resources:

If you have any questions concerning Champaign County's policies on this matter, please see your supervisor, the Ethics Officer, or the State's Attorney.

Equal Employment Opportunity Commission

Federal law provides protection against unlawful discrimination and harassment. Further information may be obtained from the Equal Employment Opportunity Commission (EEOC), 800-669-4000.

Illinois Department of Human Rights

The Illinois Human Rights Act (“the Act”) states that you have the right to be free from unlawful discrimination and sexual harassment. This means that employers may not treat people differently based on race, age, gender, pregnancy, disability, sexual orientation or any other protected class named in the Act. This applies to all employer actions including hiring, promotion, discipline and discharge.

You also have the right to reasonable accommodations based on pregnancy and disability. This means you can ask for reasonable changes to your job if needed because you are pregnant or disabled.

It is unlawful for employers to treat people differently because they have reported discrimination, participated in an investigation, or helped others exercise their right to complain about discrimination.

Confidential reports of harassment or discrimination may be made to the Ethics Officer, to the offending employee’s supervisor or the State’s Attorney, or the County Executive in the event that the alleged harasser is the State’s Attorney.

You can also contact the Illinois Department of Human Rights (IDHR) to file a charge at the locations listed below. You can also call the Illinois Sexual Harassment and Discrimination Helpline at 1-877-236-7703 to talk to someone about your concerns.

IDHR Chicago Office
James R. Thompson Center
100 West Randolph St., Suite 10-100
Chicago, IL 60601
(312) 814-6200
(866) 740-3952 (TTY)
(312) 814-6251 (Fax)

IDHR Springfield Office
535 W. Jefferson Street
1st Floor
Springfield, IL 62702
(217) 785-5100
(866) 740-3953 (TTY)
(217) 785-5106 (Fax)

Department of Children and Family Services

For matters involving the abuse of minors the Illinois Department of Children and Family Services (DCFS) may be contacted by dialing 800-25-ABUSE.

RESOLUTION NO. 2019-315

RESOLUTION APPOINTING WILLIAM WILSON
TO THE WILLOW BRANCH DRAINAGE DISTRICT

WHEREAS, Darlene A. Kloeppel, County Executive has submitted to the County Board the appointment of William Wilson to the Willow Branch Drainage District; and

WHEREAS, such appointment requires the advice and consent of the County Board pursuant to 70 ILCS 605/4-1; and

WHEREAS, such appointment mandates that William Wilson give bond payable to the People of the State of Illinois for the use of all persons interested in an amount hereby fixed by the Champaign County Board as One-Thousand Dollars (\$1,000) and with surety payable to the Champaign County Board, said bond conditioned upon the faithful performance of his duties and the faithful application of all moneys that may come under his control, pursuant to 70 ILCS 605/4-4; and

NOW, THEREFORE, BE IT RESOLVED by the Champaign County Board that the County Board does hereby advise and consent to the appointment of William Wilson to the Willow Branch Drainage District for term commencing November 21, 2019 and ending August 31, 2022; and

BE IT FURTHER RESOLVED that William Wilson shall give bond payable to the People of the State of Illinois for the use of all persons interested in an amount hereby fixed by the Champaign County Board as One-Thousand Dollars (\$1,000) and with surety payable to the Champaign County Board, said bond conditioned upon the faithful performance of his duties and the faithful application of all moneys that may come under his control; and

BE IT FURTHER RESOLVED that the County Clerk transmit a certified copy of this resolution to: William Wilson, 1539 CR 2550 E., Ogden, IL 61859.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of November 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. 2019-316

RESOLUTION APPOINTING CINDY BELL
TO THE COMMUNITY ACTION BOARD

WHEREAS, The County Executive, Darlene A. Kloeppe, has submitted to the County Board her appointment of Cindy Bell to the Community Action Board; 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 Cindy Bell to the Community Action Board for a term commencing December 1, 2019 and ending November 30, 2022; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Cindy Bell, 1906 Lakeshore Dr., Mahomet, IL 61853.

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

Giraldo Rosales, Chair
Champaign County Board

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

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

RESOLUTION NO. 2019-319

RESOLUTION APPOINTING DICK NORTON
TO THE COMMUNITY ACTION BOARD

WHEREAS, The County Executive, Darlene A. Kloepfel, has submitted to the County Board her appointment of Dick Norton to the Community Action Board; 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 Dick Norton to the Community Action Board for a term commencing January 1, 2020 and ending December 31, 2022; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Dick Norton, 21 Lake Park Road, Champaign, IL 61822.

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

Giraldo Rosales, Chair
Champaign County Board

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

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

RESOLUTION NO. 2019-326

RESOLUTION APPOINTING JANE WEBBER
TO THE COMMUNITY ACTION BOARD

WHEREAS, The County Executive, Darlene A. Kloepfel, has submitted to the County Board her appointment of Jane Webber to the Community Action Board; 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 Jane Webber to the Community Action Board for a term commencing January 1, 2020 and ending December 31, 2022; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Jane Webber, 302 Calvin St., Savoy, IL 61874.

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

Giraldo Rosales, Chair
Champaign County Board

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

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

RESOLUTION NO. 2019-335

RESOLUTION APPOINTING CATHY BEDARD
TO THE COMMUNITY ACTION BOARD

WHEREAS, The County Executive, Darlene A. Kloepfel, has submitted to the County Board her appointment of Cathy Bedard to the Community Action Board; 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 Cathy Bedard to the Community Action Board for a term commencing January 1, 2020 and ending December 31, 2022; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Cathy Bedard, 3510 Marianna Drive, Champaign, IL 61822.

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

Giraldo Rosales, Chair
Champaign County Board

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

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

RESOLUTION NO. 2019-336

RESOLUTION APPOINTING ANDY HUGHES TO THE
BILL HUSS CEMETERY ASSOCIATION

WHEREAS, Darlene Kloepfel, County Executive, has submitted to the County Board the appointment of Andy Hughes to the Bill Huss Cemetery Association; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 805 ILCS 320/4;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Andy Hughes to the Bill Huss Cemetery Association for a term commencing November 21, 2019 and ending June 30, 2025; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Andy Hughes, 1061 County Road 1800 E., Urbana, IL 61802.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of November, 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. 2019-337

RESOLUTION APPOINTING CHARLES HUGHES JR. TO THE
BILL HUSS CEMETERY ASSOCIATION

WHEREAS, Darlene Kloepfel, County Executive, has submitted to the County Board the appointment of Charles Hughes Jr. to the Bill Huss Cemetery Association; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 805 ILCS 320/4;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Charles Hughes Jr. to the Bill Huss Cemetery Association for a term commencing November 21, 2019 and ending June 30, 2022; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Charles Hughes Jr., 1804 County Road 1000 N., Urbana, IL 61802.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of November, 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. 2019-338

RESOLUTION APPOINTING MISTY NELSON TO THE
BILL HUSS CEMETERY ASSOCIATION

WHEREAS, Darlene Kloepfel, County Executive, has submitted to the County Board the appointment of Misty Nelson to the Bill Huss Cemetery Association; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 805 ILCS 320/4;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Misty Nelson to the Bill Huss Cemetery Association for a term commencing November 21, 2019 and ending June 30, 2022; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Misty Nelson, 1170 County Road 1900 E., Sidney, IL 61877.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of November, 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. 2019-339

RESOLUTION APPOINTING DENISE ROBINSON TO THE
BILL HUSS CEMETERY ASSOCIATION

WHEREAS, Darlene Kloepfel, County Executive, has submitted to the County Board the appointment of Denise Robinson to the Bill Huss Cemetery Association; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 805 ILCS 320/4;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Denise Robinson to the Bill Huss Cemetery Association for a term commencing November 21, 2019 and ending June 30, 2025; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Denise Robinson, 505 S. Scarborough St., Unit B, Sidney, IL 61877.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of November, 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. 2019-340

RESOLUTION APPOINTING RICH WALDEN TO THE
BILL HUSS CEMETERY ASSOCIATION

WHEREAS, Darlene Kloepfel, County Executive, has submitted to the County Board the appointment of Rich Walden to the Bill Huss Cemetery Association; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 805 ILCS 320/4;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Rich Walden to the Bill Huss Cemetery Association for a term commencing November 21, 2019 and ending June 30, 2025; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Rich Walden, 1928 County Road 1100 N., Sidney, IL 61877.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of November, 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: _____

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

The County Board of Champaign County, Illinois met at a Truth and Taxation Public Hearing, Thursday, October 24, 2019 at 6:01 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois with County Executive Kloeppel presiding and Cory Sutton as Clerk of the meeting.

ROLL CALL

Roll call showed the following board members present: Cowart, Esry, Fortado, Goss, Harper, Ingram, McGuire, Summers, Thorsland, Stohr, Dillard-Meyers, Young, Clemmons, Clifford, Taylor, Tinsley, and Rosales – 17; absent: Patterson, Eisenmann, Vachaspati, Wolken, and Rector. Thereupon, the County Executive Kloeppel declared a quorum present and the Board competent to conduct business.

READ NOTICE OF MEETING

The Clerk read the Notice of the Meeting, said Notice having been published in *The News Gazette* on October 3, October 10, October 17, 2019.

EXPLANATION OF PROPOSED INCREASE

Tami Ogden explains Levy increase, Special Purpose property tax extended and abated, and total amount being extended for Champaign County for 2020

PUBLIC COMMENT

None

ADJOURN

County Executive Kloeppel recessed the meeting at 6:11 PM.



Aaron Ammons, Champaign County Clerk
and ex-Officio Clerk of the Champaign County Board
Champaign County, Illinois

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

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

ROLL CALL

Roll call showed the following board members present: Cowart, Esry, Fortado, Goss, Harper, Ingram, McGuire, Patterson, Summers, Thorsland, Eisenmann, Stohr, Dillard-Meyers, Young, Clemmons, Clifford, Taylor, Tinsley, and Rosales – 19; absent: Vachaspati, Wolken, and Rector. Thereupon, the County Executive Kloepfel declared a quorum present and the Board competent to conduct business.

PRAYER & PLEDGE OF ALLEGIANCE

County Executive Kloepfel read a poem by Janette Stroken. 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 October 3, October 10, October 17, 2019.

APPROVAL OF AGENDA/ADDENDA

Board Member Goss offered motion to approve the Agenda/Addendum with County Executive Kloepfel changes, removing item 13.1 for discussion only, adding 5c and 5d under New Business; seconded by Board Member Clifford. Approved by unanimous voice vote.

ADOPTION OF RESOLUTION

County Executive Kloepfel offered to adopt Resolution No. 2019-287 appointing Connie Dillard Meyers as County Board Member in District 10 to replace Tanisha King-Taylor for unexpired term ending November 30, 2020. Motioned by County Board Chair Rosales and Seconded by County Board Member Cowart. Approved by unanimous voice vote

County Board Member Taylor spoke to Chair Rosales disregarding recommendation of District 10 Precinct Committeemen and expressed her non support of this appointment.

County Board Member Young spoke to his support of the appointment of Connie Dillard-Meyers.

Champaign County Board
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County Board Member Thorsland, spoke to the concern of the Precinct Committeemen. Spoke about County Board member Connie and the amount of scrutiny she will receive due to the way the appointment process was handled.

Champaign County Clerk Aaron Ammons swore in County Board member Connie Dillard-Meyers.

DATE/TIME OF NEXT MEETINGS

Standing Committees:

- A. Highway & Transportation Committee Meeting–
Friday, November 8, 2019 @9:00 AM
1605 E. Main Street, Urbana

- B. County Facilities Committee Meeting
Tuesday, November 5, 2019 @ 6:30 PM
Lyle Shields Meeting Room

- C. Environment & Land Use Committee Meeting
Thursday, November 7, 2019 @ 6:30 PM
Lyle Shields Meeting Room

Committee of the Whole:

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

County Board:

- A. Regular Meeting
Thursday, November 21, 2019 @6:30 PM
Lyle Shields Meeting Room

PUBLIC PARTICIPATION

Paul Sailor- addressed Board of Review appointment and his willingness to stay to not sabotage BOR.

James Kilgore- Spoke against building new jail cells since 2011. Spoke to 9 recommendations that Community Justice Task Force, and only 2 have been carried out by County Board.

Mary King- Requested Chair Rosales go with Precinct Committeeman recommendation for appointment of the County Board vacancy.

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Benjamin Beaupre- Champaign County re-entry counsel member, "Build Programs not Jails", told of safety concerns in the current jail has.

Dottie Vuraweis- spoke about jail consolidation and passed around hand out.

Rohn Koester- spoke about jail consolidation

Bradd Dibbe-spoke about jail consolidation

Maryam Ar-Raheem- Appointment of new County Board member.

Allan Axelrod-spoke about jail consolidation

Danielle Chynweth-spoke about jail consolidation

Eilias Decker-spoke about jail consolidation

Ben Joselyn- spoke about jail consolidation

CONSENT AGENDA

Board member Esry offered a motion to approve the Consent Agenda as a whole, comprising 19 Resolutions; Board Member Thorsland seconded. Motion approved by unanimous roll call vote.

Yeas: Cowart, Esry, Fortado, Goss, Harper, Ingram, McGuire, Patterson, Summers, Thorsland, Eisenmann, Stohr, Dillard-Meyers, Young, Clemmons, Clifford, Taylor, Tinsley, and Rosales - 19

Nays: None

COMMUNICATIONS

Board Member Summers spoke about the Board not being able to honor the request of State Rep Ammons to speak about the jail consolidation.

Board Member McGuire requested Board of Review appointment be brought to the next COW meeting.

Board Member Patterson spoke about Cunningham Township Supervisor office Coat Drive, 205 W Green St, Board Member Ingraham adds that he will pick them up if people are unable to get them to the location.

Board Member Young spoke about NAACP event and thanked all that have purchased tickets.

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Board Member Thorsland spoke about elected officials being able to speak at meetings and request that County Board accommodate elected official schedules no matter the party. Also spoke about wearing political attire to public meetings may violate ethics and needs to be addressed by the Board as there may be precedent set.

APPROVAL OF MINUTES

Board Chair Rosales offered a motion to approve the minutes of the Regular County Board Meeting of September 19, 2019; seconded by Board Member Summer. Board Member Esry offered correction of a missing board Member name (name was corrected). Motion approved by unanimous voice vote with correction (correction was made post meeting)

County Executive Kloeppel requested omnibus vote for approval of the minutes of the Legislative Budget Hearing on Aug 26 and Aug 27, 2019 motioned by Board Member Goss, second by Board Member Cowart.

STANDING COMMITTEES

County Executive Kloeppel Summary of action taken October 7, 2019 meeting placed on file.

A. County Facilities

1. 2019 Reifsteck Reid Jail Consolidation Plan (discussion only)

County Executive opened up discussion only for Jail Consolidation Plan. Meeting turned over to County Board Member Harper Chairman of Facilities Committee and Board Member Harper Vice Chair of Facilities Committee spoke about previous plans and discussion of safety and segregation. Board Member Summers spoke that there is not support for \$47M project. Reiterates that all proposals are still in discussion.

Update of the Master Plan report to be in compliance with other jails in the state. Architect provided list of recommendations for housing, segregation needs, cost, ect. Detailed out cost estimate of \$42M - \$52M for facility update.

County Board Member Tinsley joined discussion, asked how did the report factor in special needs housing capacity. County Board Member Tinsley rejected the idea county jail should be a resource for mental health. County Board Member Stohr joins discussion, requested properly sized plan be made available.

County Executive Kloeppel invited Sheriff to address the Board. Sheriff said he 100% agree that the criminal justice system is broken and it is a nation wide issue. Laid out 3 points: 1. Safe and Secure facility 2. Working with States Attorney and Judiciary to expand alternatives of incarceration for non-violent offenders 3. Community alternatives

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to incarceration. Spoke to efficiencies of the needed updates to maintain current inmates.

County Board Member Ingram joined discussion asked Sheriff, population of female inmates. Sheriff referred to Jail Deputy Carrie who then confirmed between 8-10 female inmates on average. County Board Member Ingram continued to suggest JDC facility being used to assist in the jail program. Jail Deputy laid out questions and requirements for the possibility of JDC being used as female housing. County Board Member McGuire inquired about mental health housing, and the purpose and what the cost of delay is. County Board Member Harper closed discussion to ask someone on the Facilities committee if there any questions.

Summary of Action taken at Environmental Land use meeting on October 27, 2019 placed on file.

County Board Member Esry moved to adopt Resolution 2019-297 approving intergovernmental agreement and bylaws establishing the East Central Illinois Land Bank Authority. Seconded by County Board Member Thorsland. County Board Esry discussed details of joining the Land Bank. County Board Member Stohr raises issues of Legacy Landfills and contamination of water. Motion carried by unanimous voice vote.

County Board Member Esry moved to adopt Resolution 2019-306 approving decommissioning the site reclamation plan for the Sidney, IL project 1 PV Community Solar Farm. Seconded by Board Chair Rosales. Board member Esry discussed detail of the ELU committee meeting passing unanimous vote.

Roll Call Vote; Yays: Clifford, Cowart, Esry, Eisenmann, Fortado, Goss, Harper, Ingram, McGuire, Stohr, Summers, Taylor, Thorsland, Tinsley, Young, Clemmons, Dillard-Myers, Rosales. Motion carried.

AREA OF RESPONSIBILITY

Summary of Action Taken October 15, 2019 at the Committee of the Whole placed on file.

1. Adoption of Resolution No. 2019-286 appointing Philip Fiscella to the Champaign Urbana Mass Transit District Board Motion carried by voice vote.
2. Adoption of Resolution No. 2019-288 appointing Kenneth Schmidt to the Raup Drainage District. Motioned by County Board Member Young seconded County Board Member Ingraham. Motion Carried by voice vote.
3. Adoption of Resolution No. 2019-289 appointing Andy Hughes to the Union Drainage District #1 Philo and Urbana. Motioned by County Board Member Young seconded County Board Member Ingraham. Motion Carried by voice vote.

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4. Adoption of Resolution No. 2019-285 appointing Michael Kirby to the Deputy Sheriff Merit Commission. Motioned by County Board Member Young seconded County Board Member Ingraham. Motion Carried by voice vote.

5. Adoption of Resolution No. 2019-283 to update the language of the County Board Rules and Procedures. Motioned by County Board Member Young seconded County Board Member Ingraham. Motion Carried by voice vote.

Yeas: Cowart, , Fortado, Ingram, Patterson, Summers, Thorsland, Eisenmann, Stohr, Dillard-Meyers, Young, Clifford, Tinsley, and Rosales - 13

Nays: Esry, Goss, Harper, McGuire, Clemmons - 5

6. Adoption of Resolution No. 2019-284 to include additional travel policy to the County Board Rules and Procedures. Motioned by County Board Member Young seconded County Board Member Ingraham. Motion Carried by voice vote.

Yeas: Cowart, Fortado, Ingram, Patterson, Summers, Thorsland, Stohr, Dillard-Meyers, Young, Taylor, Tinsley, and Rosales - 12

Nays: Clifford, Eisenmann, Esry, Goss, Harper, McGuire, Clemmons - 7

Finance

1. **Adoption of Resolution No. 2019-290 authorizing budget amendment 19-00048 Fund 080 General Corporate / Dept 026 County Treasurer Increased appropriations: \$8,159 Increased revenue: \$0 Reason: The Treasurer's office needs a temporary employee to fill in for the Chief Deputy Treasurer who is on leave. The amount of \$8,158 is needed to pay the temporary employee for 7 weeks at the same rate of pay

Yeas: Cowart, Fortado, Ingram, Patterson, Summers, Thorsland, Stohr, Taylor, Tinsley, - 9

Nays: Clifford, Eisenmann, Esry, Goss, Harper, McGuire, Clemmons, Cowart, Young, Dillard-Meyers, and Rosales – 11

Motion was lost.

2. *Adoption of Ordinance No. 2019-308 providing for the issuance of not to exceed \$900,000 General Obligation (Limited Tax) Refunding Debt Certificates, Series 2019, for the purpose of refunding certain outstanding debt certificates of the County, evidencing the rights to payment under an Installment Purchase Agreement, and providing for the proposed sale of said certificates to the purchaser thereof.

Champaign County Board
September 19, 2019

Yeas: Cowart, Esry, Fortado, Goss, Harper, Ingram, McGuire, Patterson, Summers, Thorsland, Eisenmann, Stohr, Dillard-Meyers, Young, Clemmons, Clifford, Taylor, Tinsley, and Rosales - 19

Nays: None

Motion was carried.

NEW BUSINESS

A. Adoption of Resolution No. 2019-300 authorizing payment of claims – October 2019

B. Approval of Recreation & Entertainment License: Production Medicine Club for a live band and party at the Champaign County Fairgrounds, 1302 North Coler Avenue, Urbana for November 2, 2019

C. Adoption of Resolution No. 2019-314 approving purchases not following the purchase policy. Motioned for adoption by County Board Member Esry, seconded by County Board Member Goss.

D. Biennial EEO-4 Survey and Result (information only)

County Board Member Fortado discusses women being over-represented at the lowest wages.

OTHER BUSINESS

Labor Committee Memorandums regarding AFSCME contracts (contracts to be distributed electronically)

County Executive Kloeppel motion for Omnibus vote on items 1-6, County Board Member Summers moved to an omnibus vote seconded by County Board Member Taylor.

1. Adoption of Resolution No. 2019-309 approving agreement between the Champaign County State's Attorney and the American Federation of State, County and Municipal Employees, Council 31, January 1, 2019 – December 31, 2021.

2. Adoption of Resolution No. 2019-310 approving agreement between the Champaign County Circuit Clerk and the American Federation of State, County and Municipal Employees, Council 31, January 1, 2019 – December 31, 2021

3. Adoption of Resolution No. 2019-311 approving agreement between the Chief Judge of the Sixth Judicial Court and the American Federation of State, County and Municipal Employees, Council 31, January 1, 2019 – December 31, 2021

Champaign County Board
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4. Adoption of Resolution No. 2019-312 approving agreement between the Champaign County Board and the American Federation of State, County and Municipal Employees (AFSCME), Council 31 for the General Bargaining Unit, January 1, 2019 – December 31, 2021

5. Adoption of Resolution No. 2019-313 approving agreement between the Champaign County Board and the American Federation of State, County and Municipal Employees (AFSCME), Council 31 for the Highway Department, January 1, 2019 – December 31, 2021

Discussion opened with County board Member Harper in regards to budget concerns. County Board Members Paterson and McGuire joined discussion. Motion Carried by unanimous vote.

RECESS

County Executive Kloepfel recessed the meeting at 9:21 PM.



Aaron Ammons, Champaign County Clerk
and ex-Officio Clerk of the Champaign County Board
Champaign County, Illinois

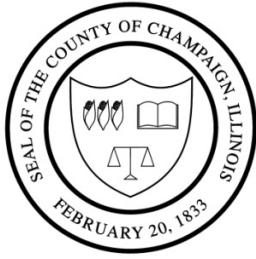


**CHAMPAIGN COUNTY BOARD
FACILITIES COMMITTEE**
Summary of Action Taken at the November 5, 2019 Meeting

MEMBERS PRESENT: RECTOR, SUMMERS, TAYLOR, TINSLEY, WOLKEN, YOUNG, INGRAM
MEMBERS ABSENT: HARPER

<u>Agenda Item</u>	<u>Action Taken</u>
I. Call to Order and Roll Call	6:31 p.m.
II. Approval of Agenda/Addenda	Approved
III. Approval of Minutes – October 7, 2019	Approved as Distributed
IV. Public Participation	None
V. Communications	Notified Committee of Semi Annual Review of CLOSED session Minutes and passed around for approval
VI. New Business	
A. Update on ITB#2019-003 Courthouse Column Base Modification Project	Discussion
B. Update on ITB#2019-004 Brookens POD 100 Roof Replacement Project	Discussion
C. Update on ITB#2020-001 METCAD HVAC Replacement Project 1. Proposed Project Schedule	Discussion-Handout
D. Update on ITB#2020-002 Video Security Systems – JDC & Courthouse	Discussion-Handout
E. Update on ITB#2019-004 Brookens POD 100 Roof Replacement Project 1. Proposed Project Schedule	Discussion
VII. Other Business	
A. Semi Annual Review of CLOSED session Minutes	Approved
VIII. Presiding Officer's Report	
A. Future Meeting – Tuesday, December 3, 2019	
IX. Designation of Items to be Placed on Consent Agenda	None
X. Adjournment	7:00 p.m.

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



**CHAMPAIGN COUNTY BOARD
 ENVIRONMENT and LAND USE COMMITTEE Action Plan
 Summary of Action Taken at the November 7, 2019 Meeting**

Members Present: Aaron Esry, Connie Dillard-Myers, Eric Thorsland, Jim Goss, Jodi Eisenmann,
 Kyle Patterson

Members Absent: Stephanie Fortado

<u>Agenda</u>	<u>Action Taken</u>
I. Call to Order	6:34 p.m.
II. Roll Call	6 Committee members present
III. Approval of Agenda/Addendum	Approved
IV. Approval of Minutes A. October 10, 2019	Approved as distributed
V. Public Participation	Kacie Osterbur
VI. Communications	None
VII. New Business: For Information Only A. Update Regarding Planning for Follow-up IEPA- Sponsored HHW Collection in 2020	None
VIII. New Business: Items to be Approved by ELUC A. Direction Regarding Proposed Zoning Ordinance Text Amendment for Adult Use Cannabis Zoning Regulations Pursuant to Public Act 101-0027	Defeated on tie vote
IX. New Business: Items to be Recommended to the County Board A. Public Comment Period for Proposed Fee Increase for Waste Hauler License.	<i>*RECOMMEND County Board approval of \$35 flat fee per vehicle for Waste Hauler License</i>
B. Resolution Prohibiting Cannabis Related Uses Pursuant to Public Act 101-0027	Advances to County Board without recommendation.
X. Other Business A. Semi-annual Review of CLOSED Session Minutes	Approved
XI. Chair's Report	None
XII. Designation of Items to be Placed on the Consent Agenda	IX. A

CHAMPAIGN COUNTY BOARD
ENVIRONMENT and LAND USE COMMITTEE (ELUC)
November 7, 2019 Action Plan

XIII. Adjournment

7:32 p.m.

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

ORDINANCE NO. 2019-10
AN ORDINANCE
PROHIBITING CANNABIS BUSINESS ESTABLISHMENTS

WHEREAS, the County of Champaign, a body politic and corporate of the State of Illinois (“ County”) is a non-home rule unit of local government pursuant to Article VII, § 8 of the 1970 Illinois Constitution; and

WHEREAS, this Ordinance is adopted pursuant to the provisions of the Illinois Cannabis Regulation and Tax Act, Public Act 101-0027, which provides that the County has the authority to enact ordinances to prohibit or significantly limit a cannabis business establishment's location; and

WHEREAS, the County has determined that the operation of cannabis business establishments would present adverse impacts upon the health, safety and welfare of the residents, and additional costs, burdens and impacts upon law enforcement and regulatory operations of the County; and

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

SECTION 1. Recitals. The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

SECTION 2. Cannabis Business Establishments Prohibited. The Champaign County Board hereby determines that cannabis business establishments are hereby prohibited in the unincorporated area of Champaign County, as follows:

1. Definitions. The following words and phrases shall, for the purposes of this Ordinance, have the meanings respectively ascribed to them by this section, as follows:

ADULT-USE CANNABIS BUSINESS ESTABLISHMENT: A cultivation center, craft grower, processing organization, infuser organization, dispensing organization or transporting organization.

ADULT-USE CANNABIS CRAFT GROWER: A facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to cultivate, dry, cure and package cannabis and perform other necessary activities to make cannabis available for sale at a dispensing organization or use at a processing organization, per the Cannabis Regulation

and Tax Act, (P.A.101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

ADULT-USE CANNABIS CULTIVATION CENTER: A facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to cultivate, process, transport and perform necessary activities to provide cannabis and cannabis-infused products to licensed cannabis business establishments, per the Cannabis Regulation and Tax Act, (P.A.101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

ADULT-USE CANNABIS DISPENSING ORGANIZATION: A facility operated by an organization or business that is licensed by the Illinois Department of Financial and Professional Regulation to acquire cannabis from licensed cannabis business establishments for the purpose of selling or dispensing cannabis, cannabis-infused products, cannabis seeds, paraphernalia or related supplies to purchasers or to qualified registered medical cannabis patients and caregivers, per the Cannabis Regulation and Tax Act, (P.A.101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

ADULT-USE CANNABIS INFUSER ORGANIZATION OR INFUSER: A facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to directly incorporate cannabis or cannabis concentrate into a product formulation to produce a cannabis infused product, per the Cannabis Regulation and Tax Act, (P.A.101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

ADULT-USE CANNABIS PROCESSING ORGANIZATION OR PROCESSOR: A facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to either extract constituent chemicals or compounds to produce cannabis concentrate or incorporate cannabis or cannabis concentrate into a product formulation to produce a cannabis product, per the Cannabis Regulation and Tax Act, (P.A.101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

ADULT-USE CANNABIS TRANSPORTING ORGANIZATION OR TRANSPORTER: An organization or business that is licensed by the Illinois Department of Agriculture to transport cannabis on behalf of a cannabis business establishment or a community college licensed under the Community College Cannabis Vocational Training Pilot Program, per the Cannabis Regulation and Tax Act, (P.A.101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

PERSON: Any person, firm, corporation, association, club, society or other organization, including any owner, manager, proprietor, employee, volunteer or agent.

2. Cannabis Business Establishments Prohibited. The following Adult-Use Cannabis Business Establishments are prohibited in the County of Champaign. No person shall locate, operate, own, suffer, allow to be operated or aide, abet or assist in the operation within the unincorporated area of Champaign County any of the following:

- Adult-Use Cannabis Craft Grower
- Adult-Use Cannabis Cultivation Center
- Adult-Use Cannabis Dispensing Organization
- Adult-Use Cannabis Infuser Organization or Infuser
- Adult-Use Cannabis Processing Organization or Processor
- Adult-Use Cannabis Transporting Organization or Transporter

3. Public Nuisance Declared. Operation of any prohibited Cannabis Business Establishment within the unincorporated area of Champaign County in violation of the provisions of this Ordinance is hereby declared a public.

4. Amendment of Other Ordinances. The Champaign County Zoning Ordinance and the Champaign County Public Nuisance Ordinance shall be amended accordingly to reflect this Ordinance in whatever process is required under the law. Violations of this Ordinance shall be enforced in accordance with those Ordinances.

SECTION 3. Severability. If any provision of this Ordinance, or the application of any provision of this Ordinance, is held unconstitutional or otherwise invalid, such occurrence shall not affect other provisions of this Ordinance, or their application, that can be given effect without the unconstitutional or invalid provision or its application. Each unconstitutional or invalid provision, or application of such provision, is severable, unless otherwise provided by this Ordinance.

SECTION 4. Effective Date. This Ordinance shall be in full force and effect from and after its passage and approval.

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

SIGNED:

Giraldo Rosales, Chair, Champaign County Board Date

Darlene A. Kloepfel, County Executive Date

Aaron Ammons, County Clerk &
ex officio Clerk of the County Board Date



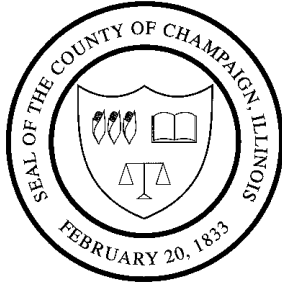
**CHAMPAIGN COUNTY BOARD
HIGHWAY & TRANSPORTATION COMMITTEE
Summary of Action Taken at the November 8, 2019 Meeting**

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

<u>Agenda Item</u>	<u>Action Taken</u>
I. Call to Order	9: 00 AM
II. Roll Call	5 Committee members present, 2 members absent
III. Approval of Agenda/Addenda	Approved
IV. Approval of Minutes – September 6, 2019	Approved
V. Public Participation	None
VI. Communications	None
VII. County & Township Motor Fuel Tax Claims–September & October 2019	Approved
VIII. Long Range Transportation Plan Presentation	Information Only
IX. Resolution Appropriating \$1,000,000 from County Motor Fuel Tax Funds for the Improvement of County Highway 15, Section #19-00451-00-SP	<i>*RECOMMEND COUNTY BOARD APPROVAL of Resolution Appropriating \$1,000,000 from County Motor Fuel Tax Funds for the Improvement of County Highway 15, Section #19-00451-00-SP</i>
X. Resolution for Contract Award Authority, Mahomet Township, Section #18-15063-00-BR	<i>*RECOMMEND COUNTY BOARD APPROVAL of Resolution for Contract Award Authority, Mahomet Township, Section #18-15063-00-BR</i>
XI. Resolution Appropriating County Motor Fuel Tax Funds for County Road Maintenance, Section #20-00000-00-GM	<i>*RECOMMEND COUNTY BOARD APPROVAL of Resolution Appropriating County Motor Fuel Tax Funds for County Road Maintenance, Section #20-00000-00-GM</i>
XII. Resolution Appropriating County Motor Fuel Tax Funds for the Salary and Estimated Expenses of the County Engineer for the period from January 1, 2020 thru December 31, 2020, Section #20-CS019-00-AC	<i>*RECOMMEND COUNTY BOARD APPROVAL of Resolution Appropriating County Motor Fuel Tax Funds for the Salary and Estimated Expenses of the County Engineer for the period from January 1, 2020 thru December 31, 2020, Section #20-CS019-00-AC</i>

<u>Agenda Item</u>	<u>Action Taken</u>
XIII. Resolution Awarding of Contract for the Replacement of a Bridge Located on CH 1, Section #12-00992-00-BR	<i>*RECOMMEND COUNTY BOARD APPROVAL of Resolution Awarding of Contract for the Replacement of a Bridge Located on CH 1, Section #12-00992-00-BR</i>
XIV. Resolution Awarding of Contract for the Replacement of a Bridge Located on CH 1, Section #12-00993-00-BR	<i>*RECOMMEND COUNTY BOARD APPROVAL of Resolution Awarding of Contract for the Replacement of a Bridge Located on CH 1, Section #12-00993-00-BR</i>
XV. Closed Session Pursuant to 5 ILCS 120/2 (c) (1)	No Action Taken
XVI. Other Business	
A. Semi Annual Review of Closed Session Minutes	Closed Session Minutes to Remain Closed
B. December Highway Meeting	December Highway Meeting Cancelled
XVII. Chair's Report	None
XVIII. Designation of Items to be Placed on the Consent Agenda	IX thru XIV
XIX. Adjournment	10:20 AM

***Denotes Inclusion on the Consent Agenda**



CHAMPAIGN COUNTY BOARD

COMMITTEE OF THE WHOLE

Finance/ Policy, Personnel, & Appointments/Justice & Social Services Agenda

County of Champaign, Urbana, Illinois

Tuesday, November 12, 2019 – 6:30 p.m.

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

Agenda Items

Action

- | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| I. <u>Call to Order</u> | 6:30 p.m. |
| II. <u>Roll Call</u> | 21 members present |
| III. <u>Approval of Agenda/Addenda</u> | Approved |
| IV. <u>Approval of Minutes</u> | Approved |
| A. Special Finance Committee of the Whole –
September 26, 2019 | Approved |
| B. Committee of the Whole – October 15, 2019 | Approved with corrections |
| V. <u>Public Participation</u> | None |
| VI. <u>Communications</u> | Mr. Young |
| VII. <u>Policy, Personnel, & Appointments</u> | |
| A. County Board Chair | |
| 1. Appointments/Reappointments (persons to be
appointed distributed at the meeting)
Applicants (<i>italicized name indicates incumbent</i>): | |
| a. Public Aid Appeals Committee 3 vacancies
(1 R & 2 D), term 12/1/19-11/30/2021 | <i>*RECOMMEND COUNTY
BOARD APPROVAL of a
resolution appointing Bryan
Wrona and Andrew Quarnstrom to
the Public Aid Appeals Committee</i> |
| • <i>Bryan Wrona</i> (R) | |
| • <i>Andrew Quarnstrom</i> (D) | Also, RECOMMEND COUNTY
BOARD APPROVAL of resolution
appointing Danielle Chynoweth |
| B. County Executive | |
| 1. Monthly HR Report – October 2019 | Received and placed on file |
| 2. 2020 Holiday Calendar (Information Only) | Information Only |
| 3. Request approval of the 2020 County Board
Calendar of Meetings | <i>*RECOMMEND COUNTY
BOARD APPROVAL of resolution
approving the 2020 County Board
Calendar of Meetings</i> |

- | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>4. Request approval of Champaign County Policies</p> <p style="margin-left: 20px;">a. Information Technology</p> <p style="margin-left: 20px;">b. Discrimination and Harassment</p> | <p><i>*RECOMMEND COUNTY BOARD APPROVAL of resolution adopting Champaign County Information Technology and Discrimination and Harassment Policies</i></p> |
| <p style="margin-left: 20px;">c. Cannabis, Drug and Alcohol</p> | <p>RECOMMEND COUNTY BOARD APPROVAL of resolution adopting Champaign County Cannabis, Drug and Alcohol policies</p> |
| <p>5. Review and recommendation for IT Systems Administrator</p> | <p>Approved and forwarded to Finance Committee</p> |
| <p>6. Appointments/Reappointments (persons to be appointed distributed at the meeting)
Applicants (<i>italicized name indicates incumbent</i>):</p> <p style="margin-left: 20px;">a. Willow Branch Drainage District – term 11/21/2019-08/30/2022</p> <ul style="list-style-type: none"> • William Wilson <p style="margin-left: 20px;">b. Community Action Board – 1 position, term 12/1/2019-11/30/2022 and 3 positions, terms 1/1/2020-12/31/2022</p> <ul style="list-style-type: none"> • <i>Cindy Bell</i> • <i>Dick Norton</i> • Tomas Delgado • Jane Webber • Cathy Bedard • Gene Koprowski <p style="margin-left: 20px;">c. Bill Huss Cemetery Association – 3 positions, term 11/21/2019-6/30/2022 and 3 positions, term 11/21/2019-6/30/2025</p> <ul style="list-style-type: none"> • Andy Hughes • Charles Hughes, Jr. • Misty Nelson • Denise Robinson • Rich Walden <p style="margin-left: 20px;">d. East Central Illinois Land Bank Authority (discussion only)</p> <p style="margin-left: 40px;">i. Local Government Directors of the Land Bank – 3 positions – term 12/1/2019-11/30/2022</p> | <p><i>*RECOMMEND COUNTY BOARD APPROVAL of resolution appointing William Wilson to Willow Branch Drainage District</i></p> <p><i>*RECOMMEND COUNTY BOARD APPROVAL of resolutions appointing Cindy Bell, Dick Norton, Jane Webber and Cathy Bedard to the Community Action Board</i></p> <p><i>*RECOMMEND COUNTY BOARD APPROVAL of resolution appointing Andy Hughes, Charles Hughes, Jr., Misty Nelson, Denise Robinson and Rich Walden to the Bill Huss Cemetery Association</i></p> |
| <p>C. County Clerk</p> <p style="margin-left: 20px;">1. October 2019 Report</p> | <p>Discussion Only</p> <p>Received and placed on file</p> |

D. Other Business

1. Semi-annual review of closed session minutes

Closed session minutes dated:
9/16/2003, 06/08/2005 – 8:40 pm,
08/24/2006, 01/18/2011, 05/08/2012
– two and 9/11/2012 shall be placed
in open minutes and all other
minutes shall remain closed

E. Chair's Report

1. Vacancies appointed by County Executive
(information only)
- a. Developmental Disabilities Board –
unexpired term ending June 30, 2021
 - b. Zoning Board of Appeals (*Urbana,
Champaign, South Homer, Scott, Newcomb
and Rantoul Townships already
represented*) – Expiring November 30, 2019
 - c. Champaign-Urbana Mass Transit District
(*Democrat*) - Expiring December 31, 2019
 - d. Mental Health Board – 3 positions – 2
expiring December 31, 2019 and 1
unexpired term ending December 31, 2022
 - e. Bailey Memorial Cemetery – 1 vacancy –
term ending 2024
 - f. Clements Memorial Cemetery – 2 vacancies
– terms ending 2021 & 2023
 - g. Locust Grove Cemetery – 1 vacancy – term
ending 2021
 - h. Stearns Cemetery – 2 vacancies – terms
ending 2021 & 2024
 - i. Pesotum Fire Protection – 1 vacancy – term
ending 2020
 - j. Dewey Community Public Water District –
1 vacancy – term ending 2021
 - k. Board of Review – 1 vacancy – term ending
June 30, 2021 (*Democrat*)
 - l. Drainage Districts
 - Willow Branch – 1 vacancy – term
ending 2021
 - Harwood & Kerr – 1 vacancy – term
ending 2020Below: 1 vacancy each – term ending 2022
 - Lower Big Slough
 - Nelson-Moore-Fairfield
 - Salt Fork
 - Somer #1
 - Union D.D. of Stanton & Ogden
Township
 - West Branch
 - #2 Town of Scott

Information Only

F. Designation of Items to be Placed on the Consent
Agenda

VII. 3. 4. a, b, 6. a, b, c

VIII. Finance

A. Budget Amendments/Transfers

1. Budget Amendment 19-00052
Fund 080 Animal Control / Dept 248 Animal Impound Services
Increased appropriations: \$6,000
Increased revenue: \$0
Reason: Needed due to large impoundment of dogs from the City of Champaign hoarding case. 84 dogs and puppies impounded on 10/22 all dogs are being held for pending court case

****RECOMMEND COUNTY BOARD APPROVAL of resolution authorizing Budget Amendment 19-00052***

2. Budget Transfer 19-00011
Fund 080 General Corporate / Dept 075 General County, 071 Public Properties, 020 Auditor, 031 Circuit Court, 036 Public Defender, 042 Coroner
Total amount: \$64,340
Reason: Transfer to cover AFSCME increases, pursuant to the negotiated contracts, for General Fund Departments that are projected to require supplemental funds to cover the AFSCME wage increases in FY2019.

****RECOMMEND COUNTY BOARD APPROVAL of resolution authorizing Budget Transfer 19-00011***

3. Budget Transfer 19-00012
Fund 080 General Corporate / Dept 075 General County, 023 Recorder
Total amount: \$1,234
Reason: Transfer to cover AFSCME increases, pursuant to the negotiated contracts, for General Fund Departments that are projected to require supplemental funds to cover the AFSCME wage increases in FY2019.

****RECOMMEND COUNTY BOARD APPROVAL of resolution authorizing Budget Transfer 19-00012***

B. County Clerk

1. Request authorization to award contract to Platinum Technology Resources, LLC for voter registration and pollbook software and vendor support system pursuant to RFP 2019-005

****RECOMMEND COUNTY BOARD APPROVAL of resolution authorizing award of contract to Platinum Technology Resources, LLC***

C. County Executive

1. Review and recommendation for IT Systems Administrator

****RECOMMEND COUNTY BOARD APPROVAL to reclassify Systems Administrator position to grade range***

2. Annual Tax Levy Ordinance

RECOMMEND COUNTY BOARD APPROVAL of the FY2020 Annual Tax Levy Ordinance – Champaign County

3. Annual Budget & Appropriation Ordinance

RECOMMEND COUNTY BOARD APPROVAL of the FY2020 Annual Budget & Appropriation Ordinance

4.	Request approval of Property, Liability and Worker's Compensation Insurance Policies	<i>*RECOMMEND COUNTY BOARD APPROVAL of resolution approving Property, Liability and Worker's Compensation Insurance Policies</i>
5.	Urbana Park District proposal (discussion only)	Discussion Only
6.	Public Safety Facilities Master Plan update financing options (discussion only)	Presentation and Discussion
D.	<u>Other Business</u>	
1.	Semi-annual review of closed session minutes	Closed session minutes dated: 10/26/2005 shall be placed in open minutes and all other minutes shall remain closed
E.	<u>Chair's Report</u>	None
F.	<u>Designation of Items to be Placed on the Consent Agenda</u>	VIII. A. 1, 2, 3, B. 1, C. 1, & 4
IX.	<u>Justice and Social Services</u>	
A.	Monthly Reports – All reports are available on each department's webpage through the department reports page at: http://www.co.champaign.il.us/CountyBoard/Reports.php	
	<ul style="list-style-type: none"> • Emergency Management Agency – October 2019 • Probation & Court Services – August 2019 (Corrected), September 2019 & 3rd Quarter Statistics 	<p>Received and placed on file</p> <p>Received and placed on file</p>
B.	September 2019 Rosecrance Re-Entry Financial Report (Information Only)	Received and placed on file
C.	<u>Other Business</u>	
1.	Semi-annual review of closed session minutes	Closed session minutes dated: 12/13/1993, 9/16/1994, 05/03/1995, 04/17/1997, 06/09/1999, 07/05/2000, 07/12/2000, 07/21/2000, 09/14/2000 and 07/09/2003 shall be placed in open minutes and all other minutes shall remain closed
D.	<u>Chair's Report</u>	None
X.	<u>Other Business</u>	None
XI.	<u>Adjournment</u>	8:13 p.m.

RESOLUTION NO. 2019-333

RESOLUTION APPOINTING DANIELLE CHYNOWETH TO THE
PUBLIC AID APPEALS COMMITTEE

WHEREAS, Champaign County Board Chair Giraldo Rosales has submitted to the County Board the appointment of Danielle Chynoweth to the Public Aid Appeals Committee; and

WHEREAS, such appointment requires the advice and consent of the County Board under 305 ILCS 5/11-8; and

WHEREAS, the Policy, Personnel & Appointments Committee of the Whole has approved the appointment of Danielle Chynoweth to the Public Aid Appeals Committee and recommends approval of same to the Champaign 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 Danielle Chynoweth to the Public Aid Appeals Committee for a term commencing December 1, 2019 and ending November 30, 2021; and

BE IT FURTHER RESOLVED that the County Clerk transmit a certified copy of this resolution to: Danielle Chynoweth, 412 W. Illinois St., Urbana, IL 61801.

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

Giraldo Rosales, Chair
Champaign County Board

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

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

**CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
PLEASE TYPE OR PRINT IN BLACK INK**

NAME: Danielle Cynoweth

ADDRESS: 412 W. Illinois St. Urbana IL 61801

Street City State Zip Code
supervisor@cunninghamtownship. 217-721-7223
EMAIL: org **PHONE:** _____

Check Box to Have Email Address Redacted on Public Documents

PARTY AFFILIATION: (Please check one) Democrat Republican Other, please explain:

Public Aid Appeals Committee
NAME OF APPOINTMENT BODY OR BOARD: _____

BEGINNING DATE OF TERM: 12/01/2019 **ENDING DATE:** 11/30/2021

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

1. What experience and background do you have which you believe qualifies you for this appointment/reappointment?
As Cunningham Township Supervisor I oversee General Assistance and Emergency Assistance for the Township. Our township has the highest volume of clients of any township in the county. I serve on the CU Public Health Board and the Housing Authority of Champaign County. I also collaborate with a number of bodies countywide including the Continuum of Care, Human Services Council, and others.

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?
A Public Aid Committee member is responsible for hearing complaints from the public about the provision of Assistance and making a determination as to whether a decision should be overturned based on comparing that entities rules and its practices. It is of utmost importance that committee members be fair, unbiased, and professional.

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

This committee does not own property, collect taxes or fees. There is one staff member assigned from the county. I am aware of the rules and processes governing this body.

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

A member of the public may submit an appeal of a decision I have made as Cunningham Township Supervisor. I would recuse myself from decisions on this case.

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

Yes No If no, please explain:

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



Signature

10/30/2019

Date

ORDINANCE NO. 14

AN ORDINANCE ESTABLISHING CANNABIS, DRUG AND ALCOHOL USE/ABUSE
POLICY

WHEREAS, the Champaign County Board has heretofore adopted County Personnel Policies incorporated drug and alcohol use/abuse policies; and

WHEREAS, the Champaign County Board finds that these policies have become outdated and obsolete; and

WHEREAS, with the recommendation of the County Executive, the Champaign County Board seeks to adopt the attached policy; and

NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED by the Champaign County Board that the attached Champaign County Cannabis, Drug and Alcohol Use/Abuse Policy November 2019 be adopted and will supersede previous County policies regarding drug and alcohol use/abuse.

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

Giraldo Rosales, Chair
Champaign County Board

ATTEST:

Aaron Ammons, County Clerk
and Ex-Officio Clerk of the
County Board

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

Champaign County

Cannabis, Drug and Alcohol Use/Abuse Policy

November 2019

Background:

The Cannabis Regulation and Tax Act

On June 25, 2019, Governor J.B. Pritzker signed into law the Cannabis Regulation and Tax Act (CRTA) that decriminalizes the use of marijuana by adults age 21 and older and becomes effective on January 1, 2020. The CRTA incorporates provisions of the state's medical marijuana law and specifically provides that nothing in the CRTA shall be construed to enhance or diminish protections afforded by any other law, including but not limited to the Compassionate Use of Medical Cannabis Pilot Program Act.

The Compassionate Use of Medical Cannabis Program Act

On January 1, 2014, the Compassionate Use of Medical Cannabis Pilot Program Act (Medical Cannabis Program Act or MCPA) went into effect. It was amended on August 9, 2019, to remove the repeal language and make the law permanent. The MCPA establishes a patient registry program and protects registered qualifying patients, and their registered designated caregivers and health-care professionals, from "arrest, prosecution, or denial of any right or privilege." The list of qualifying medical conditions has been expanded to include over 50 conditions, including migraines, PTSD and any condition for which an opioid has been or could be prescribed by a physician. The MCPA was also expanded to allow nurse practitioners and physicians' assistants make the determination regarding a patient's qualifying status.

The Right to Privacy in the Workplace Act

The Cannabis Regulation and Tax Act amended the Right to Privacy in the Workplace Act to read, "Except as otherwise specifically provided by law, including Section 10-50 of the Cannabis Regulation and Tax Act,...it shall be unlawful for an employer to refuse to hire or to discharge any individual, or otherwise disadvantage any individual, with respect to compensation, terms, conditions or privileges of employment because the individual uses lawful products off the premises of the employer during nonworking and non-call hours." The definition of on-call under this Act is identical to the definition found in the CRTA provided below.

The Agriculture Improvement Act of 2018

The Agriculture Improvement Act of 2018, also known as the 2018 Farm Bill, was signed into law by President Trump on December 20, 2018. The Farm Bill legalized

the cultivation of “hemp,” defined as cannabis and cannabis derivatives with less than 0.3 percent THC. Hemp was removed from the definition of marijuana in the Controlled Substances Act. This is the first time that any form of marijuana was removed from the Controlled Substances Act.

Intent:

Champaign County is concerned about the ultimate effects of the use of cannabis, alcohol and illegal drugs upon the health and safety of its employees and the public. We recognize that studies show that alcohol and drug abuse leads to increased accidents and medical claims. Employees who abuse drugs and alcohol present a danger to themselves, their fellow employees, Champaign County and the public at large. In addition, the increased medical costs incurred by employees who use/abuse drugs and/or alcohol and the associated decreased productivity of these individuals, because of accidents, absenteeism and turnover adversely affect achievement of Champaign County’s mission and goals.

Champaign County recognizes that the state legislature has accepted that modern medical research confirms the beneficial uses of cannabis in treating or alleviating the pain, nausea and other symptoms associated with a variety of debilitating medical conditions. For these reasons, the State of Illinois has decriminalized the use of marijuana both for medical and recreational purposes. Champaign County also recognizes that under federal law, marijuana is still illegal. The United States Drug Enforcement Agency lists marijuana as a Schedule I drug under the Controlled Substances Act. Schedule I drugs are defined as having no approved medical use and a high potential for abuse.

Champaign County recognizes its obligations and responsibilities under these conflicting laws to implement a reasonable drug free workplace policy to ensure the safety of employees and the public at large while protecting the rights of all employees. Champaign County will not penalize an employee or applicant solely for his/her status as a registered qualifying patient or registered designated caregiver under the Compassionate Use of Medical Cannabis Program Act, unless failing to do so would put Champaign County in violation of federal law or unless failing to do so would cause it to lose a monetary or licensing-related benefit under federal law or rules. Champaign County prohibits the use and storage of both medical and recreational cannabis on its property, at all workplaces and in any employer-owned vehicles.

No part of this policy, nor any of the procedures hereunder, guarantees employment, continued employment, or terms or conditions of employment or limits in any way Champaign County’s rights to manage its workplace or discipline employees.

Definitions:

For purposes of this policy, the following terms shall have the following meanings:

- A. 'Premises' shall include all work sites, work areas, property owned or leased by Champaign County, or vehicles owned, operated, leased, or under the control of Champaign County. Privately-owned vehicles parked or operated on property owned, leased or managed by Champaign County is also included under the definition.
- B. 'Champaign County time' shall include all times during which an employee is on Champaign County's premises, meal and break times on or off Champaign County's premises, or performing work off the premises for the benefit of Champaign County or as a representative of Champaign County.
- C. 'On-call' for purposes of the Cannabis Regulation and Tax Act means when an employee is scheduled with at least 24 hours' notice by his or her employer to be on standby or otherwise responsible for performing tasks related to his or her employment either at the employer's premises or other previously designated location by his or her employer or supervisor to perform a work-related task.
- D. 'Legal drug' means any substance the possession or sale of which is not prohibited by law, including prescription drugs that have been prescribed for the employee, over-the-counter drugs and (after January 1, 2020) cannabis as outlined in the Cannabis Regulation and Tax Act.
- E. 'Illegal drug' means any controlled substance the possession or sale of which is prohibited by law.
- F. 'Cannabis' or 'Marijuana' is a mixture of dried, shredded leaves, stems, seeds and flowers of the hemp plant, *Cannabis sativa*. The main active chemical in cannabis is tetrahydrocannabinol (THC), a psychoactive ingredient that produces a "high" or feeling of being "stoned." The strength of the cannabis or marijuana is correlated to the amount and potency of the THC it contains.
- G. 'Cannabidiol' or 'CBD' is one of over 60 different cannabinoid compounds in marijuana. CBD a non-psychoactive ingredient of cannabis and does not make a person feel "high" or "stoned." CBD is used to provide relief from chronic pain, anxiety, inflammation and epilepsy and its benefits are still being researched. Currently, there are no uniform standards for production of CBD so it is very possible that a CBD product contains small amounts of THC that would show up

on a drug test. Such a test result would violate Champaign County's drug-free workplace policy.

- H. 'Substance' means any alcohol, drugs, or other substances (whether ingested, inhaled, injected subcutaneously, or otherwise) that have known mind altering or function-altering effects upon the human body or that impair one's ability to safely perform his or her work, specifically including, but not limited to, prescription drugs and over-the-counter medications; alcohol, drugs, and other substances made illegal under federal or state law; "synthetic or designer" drugs; illegal inhalants; "look-alike" drugs; amphetamines; cannabinoids (marijuana and hashish); cocaine; phencyclidine (PCP), and opiates; and any drugs or other substances referenced in Schedule I through V of 21 C.F.R. Part 1308 (whether or not such drugs or other substances are narcotics).
- I. 'Traceable in the employee's system' means that the results of a laboratory's analysis of the employee's urine, saliva, breath or blood specimen is positive for the tested substance.
- J. 'Reasonable suspicion of impairment' means that Champaign County's representatives have observed and in good faith can describe specific, articulable symptoms of an employee while working that decrease or lessen his or her performance of the duties or tasks of the employee's job position, including symptoms of the employee's speech, breath, physical dexterity, agility, coordination, demeanor, irrational or unusual behavior, negligence or carelessness in operating equipment or machinery, disregard for the safety of the employee or others, or involvement in an accident that results in serious damage to equipment or property, disruption of a production or manufacturing process, or carelessness that results in any injury to the employee or others, or detection of a prohibited substance in the area where an employee has/had been working. A registered qualifying user of medical cannabis under the Compassionate Use of Medical Cannabis Program Act must first be given a reasonable opportunity to contest the basis of the suspected impairment before being subject to discipline based on the employer's good faith belief of impairment. A user of cannabis under the Cannabis Regulation and Tax Act must also first be given a reasonable opportunity to contest the basis of the suspected impairment before being subject to discipline based on the employer's good faith belief of impairment.
- K. 'Under the influence' means the condition wherein any of the body's sensory, cognitive, or motor functions or capabilities is altered, impaired, diminished, or affected due to drugs or alcohol. This also means the detectable presence of Substance(s) within the body, regardless of when or where it (they) may have been consumed, having an alcohol concentration within the violation range specified by the laws of the State of Illinois, and/or having a positive test for any

other Substance(s). With respect to employees subject to the Federal Motor Carrier Safety Administration (FMCSA) regulations, U.S. Department of Transportation regulations, or performing safety-sensitive functions including those employees who drive commercial motor vehicles, operate or repair heavy or large mobile equipment, police officers, correctional officers, and highway maintenance workers, under the influence of alcohol is defined in accordance with FMCSA regulations as having an alcohol concentration of 0.04 or greater (compared to the BAC of 0.08 for non-safety sensitive positions). Under the influence of cannabis currently means testing positive for any amount of cannabis (until the legislature determines a specific level of THC in the blood that constitutes statutory impairment).

- L. 'Safety sensitive function' was defined by the United States Supreme Court as any job function fraught with such risks of injury to others that even a momentary lapse of attention can have disastrous consequences. The category of safety sensitive functions includes job duties described as safety sensitive by applicable FMCSA or other applicable regulations, statutes, or case law. Courts have also held that an employer may prohibit the off-duty use of cannabis, alcohol and other drugs by an employee in a safety sensitive position because these employees can cause great human loss before any signs of impairment become noticeable to supervisors or others.
- M. 'Work related cause' means the employee has: incurred a work-related injury requiring medical attention at a medical facility; caused the injury of another person on Champaign County premises or during Champaign County time; caused damage to any Champaign County owned or leased property; or commits repeated and/or flagrant violations of safety standards.

Applicability:

- A. This policy applies to all employees and volunteers of Champaign County as well as candidates for employment with Champaign County who have been given conditional offers of employment. Such persons are responsible to be familiar with and comply with this policy.
- B. The provisions of this policy are subject to any federal, state, or local laws that may prohibit or restrict their applicability, and testing for substances shall be conducted and in accordance with and limited by such laws, notwithstanding any terms of this policy to the contrary.

Policy:

A. Alcohol, Cannabis or Illegal Drugs or Substances:

The possession, sale, purchase, use, distribution, delivery or transfer of alcohol, cannabis or an illegal drug or substance while on Champaign County's premises, while on Champaign County's time or while driving a vehicle owned, operated, rented, leased or under the control of Champaign County is expressly prohibited. This includes cannabis used for medical purposes in accordance with the Compassionate Use of Medical Cannabis Program Act. In addition, employees may not report to work, be on Champaign County's premises or on Champaign County time under the influence of alcohol or cannabis or with any traceable illegal drug or substance in their system.

Employees who drive commercial motor vehicles, operate or repair heavy or large mobile equipment or perform other safety-sensitive functions including those employees who drive commercial motor vehicles, operate or repair heavy or large mobile equipment, police officers, correctional officers, and highway maintenance workers in addition to the prohibitions above must not consume alcohol for four hours prior to duty time and up to eight hours following an accident or until the employee undergoes a post-accident test, whichever comes first.

Individuals who are registered users of medical cannabis will not be disqualified from employment based solely on the detected presence of cannabis on a drug test, unless failing to do so would put Champaign County in violation of a federal law of cause it to lose a federal contract or funding. Individuals who are registered users of medical cannabis in accordance with the Compassionate Use of Medical Cannabis Program Act and individuals who use cannabis in accordance with the Cannabis Regulation and Tax Act may not report to work under the influence of cannabis. This policy prohibits the undertaking of any task under the influence of cannabis, when doing so would constitute negligence, professional malpractice or professional misconduct. Any violation of this policy may result in immediate discharge and may subject an employee to legal action.

B. Legal Drugs:

Champaign County does not condone the abuse of legal drugs or working under the influence of legal drugs to the extent that job performance and/or safety is adversely affected. Employees using prescription, over-the-counter and/or other legal drugs are responsible for being aware of any potential effect such drugs may have on their judgment or ability to perform their duties.

C. Drug Panel:

DOT Regulations (49 CFR Section 40.85) provides the five drugs or classes of drugs that must be tested for in a DOT drug test. They are: (a) marijuana

metabolites, (b) cocaine metabolites, (c) amphetamines, (d) opioids, and (e) phencyclidine (PCP). Champaign County cannot exclude cannabis from a drug test performed pursuant to DOT Regulations. The DOT Regulations also prohibit a Medical Review Officer from verifying a test as negative based on information that a physician prescribed the use of marijuana or other Schedule I drug.

D. Limited Pre-Employment Substance Testing:

Upon receipt of a contingent offer of employment, candidates for safety-sensitive or security-sensitive positions may be subject to pre-employment drug testing. Individuals to whom a contingent offer is made and whose pre-employment drug test returns positive for cannabis, alcohol or illegal drugs will be ineligible for employment. Candidates who test positive may have their contingent offer of employment revoked.

E. Random Selection Testing:

Champaign County is a drug-free workplace and reserves the right to conduct random testing on employees with safety-sensitive or security-sensitive job duties. The following positions include safety-sensitive or security-sensitive functions, and as such may be subject to random testing: employees who drive commercial motor vehicles, operate or repair heavy or large mobile equipment, police officers, correctional officers, and highway maintenance workers. Where random testing is prohibited or restricted by applicable federal, state or local statute or regulation, or other legally-binding agreement, Champaign County will conform to all applicable laws, regulations, and/or agreements notwithstanding the provisions of this policy.

F. Reasonable Suspicion Testing:

If Champaign County's representative has a reasonable suspicion that an employee is impaired based on the representative's observations of the employee at work, and in good faith can describe specific, articulable symptoms of that employee while working that decrease or lessen his or her performance of the duties or tasks of the employee's job position, including symptoms of the employee's speech, breath, physical dexterity, agility, coordination, demeanor, irrational or unusual behavior, negligence or carelessness in operating equipment or machinery, disregard for the safety of the employee or others, or involvement in an accident that results in serious damage to equipment or property, disruption of a production or manufacturing process, or carelessness that results in any injury to the employee or others, then Champaign County may conduct reasonable suspicion testing.

G. Post-Accident Testing:

If Champaign County has reasonable cause to believe an employee has caused an on-the-job injury that is considered recordable under OSHA guidelines (i.e.

requiring medical treatment) as a result of being under the influence, the supervisor may require the injured employee to undergo a post-accident Substance test. The employee will also be required to undergo post-accident testing if required by FMCSA, DOT or other applicable regulation.

H. Fitness for Duty:

Employees suspected of being unfit for duty as a result of the use or reasonably suspected use of Substances may be subject to Substance testing. Employees who have successfully completed a substance abuse or rehabilitation program will be required to submit to and successfully pass a fitness for duty substance test before being permitted to return to work.

I. Blood Alcohol Concentration:

A driver subject to FMCSA or DOT regulations, or any other employee who is required to perform a safety-sensitive function and who is found to have an alcohol concentration of 0.02 or greater but less than 0.04 shall not perform, nor be permitted to perform, safety-sensitive functions for at least 24 hours.

J. THC Concentration:

As of this writing, the State of Illinois has no established limit of tetrahydrocannabinol (THC) in the bloodstream that constitutes impairment under the law. A person may be under the influence of marijuana as defined by a positive test for cannabis without being visibly impaired. Champaign County should train its managers and supervisors on the specific, articulable symptoms of impairment as defined above.

K. Reasonable Zero Tolerance or Drug-Free Workplace Policy:

Under the law, Champaign County has the right to implement a reasonable zero tolerance or drug-free workplace policy that is applied in a non-discriminatory manner. With the enactment of the Cannabis Regulation and Tax Act and the amendment to the Right to Privacy in the Workplace Act, Champaign County is limited in its ability to prohibit or limit the use of cannabis and other Substances considered legal under Illinois law by Champaign County employees while off duty and not on-call unless those employees perform safety sensitive functions. For employees in safety sensitive positions, such as those employees who drive commercial motor vehicles, operate or repair heavy or large mobile equipment, police officers, correctional officers, and highway maintenance workers, it is reasonable for Champaign County to implement and consistently apply a zero tolerance or drug-free workplace policy that includes a prohibition on off duty use and to terminate any safety sensitive employee who violates this policy. Such a restrictive policy is reasonable because if these employees used cannabis or other Substances while off duty, they could cause great human loss while at work before any signs of impairment become noticeable to supervisors or others.

For those employees who work in non-safety sensitive positions, Champaign County can test the employee for cannabis or other Substances if first Champaign County's representative can articulate after observing the employee at work that a reasonable suspicion of impairment exists.

L. Disciplinary Action:

- a. Any employee who possesses, sells, purchases, uses, distributes, delivers or transfers alcohol, cannabis or any illegal substance on Champaign County's premises will be removed from the work area, and may be subject to immediate disciplinary action up to and including discharge.
- b. Any employee who reports to work under the influence of alcohol, cannabis or with an illegal drug or Substance traceable in his/her system will be removed from the work area, and may be subject to immediate disciplinary action up to and including discharge.
- c. An employee who refuses to submit to testing when required under this policy will be removed from the work area, and may be subject to immediate disciplinary action up to and including discharge. Refusal to submit to testing shall include, but may not be limited to: (1) failure to appear for any test within a reasonable amount of time, after being directed to do so by Champaign County, consistent with this policy and/or applicable regulations, including but not limited to FMCSA or DOT regulation; (2) failure to remain at the testing site until testing is complete; (3) failure to provide a sufficient breath, saliva, blood or urine specimen for any drug or alcohol test required by this policy or applicable FMCSA or DOT regulation; (4) in the case of directly observed or monitored collection in a drug test, failure to permit the observation or monitoring of the provision of a specimen; (5) failure to provide a sufficient amount of saliva, breath, blood or urine when directed, and it has been determined, through a required medical evaluation, that there was no adequate medical explanation for the failure; (6) failing or declining to take a second test that Champaign County or the collector has directed the employee to take; (7) failure to undergo a medical examination or evaluation, as directed by the Medical Review Officer as part of the verification process or as directed by the Designated Employer Representative; (8) failure to cooperate with any part of the testing process; (9) having a verified adulterated or substituted test result as reported by the Medical Review Officer.
- d. Any employee who refuses to participate in rehabilitation/treatment, as recommended as a result of a positive test and evaluation by a substance abuse professional, will not be allowed to perform work for Champaign County and may be subject to disciplinary action up to and including discharge.

Testing Procedures:

A. Testing: Champaign County may require an employee or candidate to provide a urine specimen, submit to a blood test, provide saliva samples, and/or undergo breath/alcohol testing for laboratory analysis at a medical clinic or other location as designated by Champaign County, immediately upon the request of authorized Champaign County representatives or agents in accordance with this policy.

1. Where Champaign County has reasonable suspicion that an employee is under the influence of a substance, he or she will be removed from the work area and provided with transportation to the place of testing. Champaign County should call the emergency contact indicated by the employee or, if unavailable, arrange for the employee to be transported home following the test.
2. Prior to submitting to testing, an employee or candidate may confidentially disclose to the independent medical examiner any prescription drugs or over-the-counter medications that he/she has taken or known medical condition that might interfere with an accurate test result. Such information will only be revealed to Champaign County as permitted by law.
3. At the discretion of Champaign County, employees suspected of violating this policy may be placed on administrative leave without pay pending test results. If the test results are negative; the employee will be reimbursed for any salary lost during administrative leave.
4. Specimens reported by the testing laboratory as adulterated or substituted will be considered a refusal to test, and may be grounds for immediate termination of employment or ineligibility for hire.
5. Should a candidate or employee fail the initial drug test, he or she will be notified of the results and will not be allowed to perform work on behalf of Champaign County. The candidate or employee will have the option of requesting testing of the split specimen within 72 hours at Champaign County's expense unless the candidate or employee presents documentation that serious injury, illness, lack of actual knowledge of the verified test result or inability to contact the Medical Review Officer prevented a timely request. If the candidate fails to request testing of the split specimen within 72 hours and the candidate or employee has not presented sufficient documentation to excuse the delay, Champaign County will take appropriate action including but not limited to discipline or discharge.
6. If the test of the split specimen is also positive, the candidate or employee will have the opportunity to explain the results. Champaign County retains the discretion to determine the appropriate disciplinary action, including discharge, following two positive drug tests.

7. An employee who has been removed from the work area or barred from the working as a result of violating this policy, may be subject to disciplinary action up to and including immediate discharge. If an employee has not been terminated as a result of a violation, he or she may not commence or return to work unless he or she provides sufficient documentation that he or she has tested negative for the presence of a substance and is not under the influence of a substance; has been approved to commence or return to work under the terms of this policy; has received an evaluation from a Substance Abuse Professional, has successfully complied with the recommendations of the Substance Abuse Professional, and testing for the presence of a substance and the handling of test specimens was conducted in accordance with guidelines for laboratory testing procedures and chain-of-custody procedures established by applicable federal or state regulation.
 8. Champaign County will take steps to ensure the integrity of the testing process and to ensure that all test results are attributed to the correct employee.
- B. Consent: The employee may be required to sign a consent form authorizing the medical clinic or other location as designated by Champaign County to perform the aforementioned tests and release the results of the testing to Champaign County.
- C. Chain of Custody Procedures: At the time specimens are taken, standard 'chain of custody' or 'chain of possession' procedures will be followed and the employee shall be given a copy of these specimen collection procedures.
- D. Confidentiality and Privacy: The employee's right to privacy will be respected, and the results of any testing shall be kept strictly confidential by Champaign County to the extent required and permitted by law. However, Champaign County may use the results to decide upon an action to be taken towards an employee, or to the extent necessary, to defend its actions in any subsequent grievance, arbitration, or legal or other proceeding.
- E. Treatment: An employee who voluntarily informs Champaign County that he/she has a drug or alcohol abuse problem and desires rehabilitation assistance may be granted a leave of absence, in accordance with Champaign County's Family Medical Leave Act policy. The sole purpose of such leave is to obtain the necessary rehabilitation assistance. An employee with an alcohol abuse problem may also qualify for an accommodation under the Americans with Disabilities Act, if appropriate. The employee may be required to periodically provide proof that he/she is participating in an appropriate rehabilitation or after-care program. Any employee who returns to work after completion of a

rehabilitation program and who subsequently violates the substance abuse policy may be immediately discharged without regard to a request for further rehabilitation.

Additional Policies:

- A. Searches: Upon reasonable suspicion, authorized representatives or agents of Champaign County may conduct searches of personal effects, vehicles, lockers, desks and rooms for drugs/ alcohol and related paraphernalia, dangerous weapons, Champaign County property or property of other employees. Items discovered through such searches may be turned over to law enforcement authorities.
- B. Employees must notify Champaign County within 5 days of any criminal drug statute conviction.
- C. Champaign County, with the development and implementation of this policy, is making a good faith effort to maintain a drug/ alcohol-free workplace.
- D. Department Heads are responsible for receipt of testing results and removal of employees from safety sensitive functions when they violate this policy. Referrals for testing may be sent to Safeworks (1806 N Market St, Champaign, IL 61822; 217-356-6150).
- E. Employees who have questions about this policy or who would like more information regarding the effects of alcohol misuse and controlled substances on an individual's health, work and personal life, signs and symptoms of an alcohol or drug problem, and available methods of intervening when an alcohol and or controlled substance problem is suspected should contact Administrative Services.

ORDINANCE NO. 2019-8

FY2020 ANNUAL TAX LEVY ORDINANCE CHAMPAIGN COUNTY, ILLINOIS

WHEREAS, we the County Board of Champaign County, Illinois, have determined that for County purposes, it will be necessary to levy a tax in the total amount of \$36,341,031 on the real property and railroad property, in Champaign County, Illinois, for raising of monies for the several objects and purposes specified in the FY2020 Annual Budget and Appropriation Ordinance,

NOW, THEREFORE, BE IT ORDAINED that there is hereby levied a tax in the amount of \$12,760,831 for the County General Corporate purposes;

BE IT FURTHER ORDAINED that there is hereby levied a tax in the amount of \$3,165,370 for the purpose of acquiring insurance against any loss or liability which may be imposed upon the County, in accordance with 745 ILCS 10/9-107, said \$3,165,370 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$2,802,318 as the County Highway Tax, as provided in the Illinois Highway Code, being for the purpose of improving, repairing, maintaining, constructing, and reconstructing highways in this county required to be repaired, maintained, and constructed by the County in accordance with 605 ILCS 5/5-601, said sum raised to be placed in a separate fund known as the County Highway Fund, which \$2,802,318 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$1,403,387 as provided in the Illinois Highway Code, for the County Bridge Fund for expenditures payable from the County Bridge Fund and for the purpose of constructing and repairing bridges, culverts, drainage structures or grade separations, including approaches thereto, on public roads in the County, required to be so constructed and repaired by the County under the Illinois Highway Code, in accordance with 605 ILCS 5/5-602, said sum of \$1,403,387 being exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$5,239,310 for the purpose of providing community mental health facilities and services in Champaign County, pursuant to an election held November 7, 1972, authorizing a levy of a tax not to exceed 10 percent of the full assessed valuation, and amendments to the Community Mental Health Act, 405 ILCS 20/4, authorizing an increase to the maximum levy of tax not to exceed .15 percent of the full assessed valuation, said sum shall be placed into a special fund in the Champaign County Treasury to be designated as the "Community Mental Health Fund" and shall be used only for the purpose specified in the Illinois Compiled Statutes; said sum of \$5,239,310 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$2,982,425 in accordance with an act entitled Illinois Municipal Retirement Fund Act, as amended, 40 ILCS 5/7-171, and being for the purpose of making county contributions to said Illinois Municipal Retirement Fund as required by law, said \$2,982,425 being exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$1,770,987 for the purpose of participation in the Federal Social Security Insurance Program and Federal Medicare Program, in accordance with 40 ILCS 5/21-110 to 5/21-110.1, said \$1,770,987 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$111,380 for the purpose of providing funds to pay expenses in the construction and maintenance of highways in the federal aid network or

County highway network in accordance with 605 ILCS 5/5-603, and said sum of \$111,380 shall be placed in a separate fund known as the Matching Fund and is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$438,015 for the purpose of the County’s share of the Cooperative Extension service programs, in accordance with 505 ILCS 45/8, said \$438,015 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$1,332,103 for the purpose of the County Health Fund in accordance with 70 ILCS 905/15 and 55 ILCS 5/5-25010 to 5-25011, said \$1,332,103 shall be held in a separate fund known as the County Health Fund and is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$4,334,905 for the purpose of providing facilities or services for the benefit of residents in Champaign County who are cognitively challenged or under a developmental disability and who are not eligible to participate in any such program conducted under Article 14 of the School Code, pursuant to an election held November 2, 2004, authorizing a levy of a tax not to exceed .10 percent of the full assessed valuation, said sum shall be placed into a special fund in the Champaign County Treasury to be designated as the “Fund for Persons With a Developmental Disability” and shall be used only for the purpose specified in 55 ILCS 105; said sum of \$4,334,905 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that the sums heretofore levied in the total amount of \$36,341,031 be raised by taxation upon property in this County and the County Clerk of Champaign County is hereby ordered to compute and extend upon the proper books of the County Collector for the said year, the sums heretofore levied for so much thereof as will not in the aggregate exceed the limit established by law on the assessed valuation as equalized for the year 2019.

PRESENTED in accordance with 35 ILCS 200/18-10 at the September 2019 session.

PRESENTED, PASSED, APPROVED and RECORDED by the County Board of Champaign County, Illinois, this 21th day of November, A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

___ **AYE** ___ **NAY** ___ **ABSENT**

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

Approved:

Darlene A. Kloeppel, County Executive
Date: _____

**TRUTH IN TAXATION
CERTIFICATE OF COMPLIANCE**

I, the undersigned, hereby certify that I am the presiding officer of Champaign County, Illinois, and as such presiding officer I certify that the levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of Section 18-60 through 18-85 of the "Truth in Taxation" law.

Check One of the Choices Below

X 1) The taxing district published a notice in the newspaper and conducted a hearing meeting the requirements of the Truth in Taxation Law.

___ 2) The taxing district's aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore, a notice and a hearing were not necessary.

___ 3) The proposed aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore, a hearing was not held. The adopted aggregate tax levy exceeded 5% of the prior year's extension and a notice was published within 15 days of its adoption in accordance with the Truth in Taxation Law.

___ 4) The adopted levy exceeded the amount stated in the published notice. A second notice was published within 15 days of the adoption in accordance with the Truth in Taxation Law.

This certificate applies to the RY2019 levy.

Date _____

Presiding Officer _____
Darlene A. Kloeppe
County Executive

ORDINANCE NO. 2019-9

FY2020 ANNUAL BUDGET AND APPROPRIATION ORDINANCE

WHEREAS, the Finance Committee of the Whole of the County Board of Champaign County, Illinois, has considered and determined the amounts of monies estimated and deemed necessary expenses to be incurred by and against the County of Champaign, State of Illinois, within and for the fiscal year beginning January 1, 2020 and ending December 31, 2020, and has further proposed County expenditures in the attached recommended Budget; and

WHEREAS, pursuant to 55 ILCS 5/6-1002, the attached recommended Budget includes the following:

- a. A statement of the receipts and payments and a statement of the revenues and expenditures of the fiscal year last ended.
- b. A statement of all monies in the county treasury or in any funds thereof, unexpended at the termination of the fiscal year last ended, of all amounts due or accruing to such county, and of all outstanding obligations or liabilities of the county incurred in any preceding fiscal year.
- c. Estimates of all probable income for the current fiscal year and for the ensuing fiscal year covered by the budget, specifying separately for each of said years the estimated income from taxes, from fees, and from all other sources. The estimated income from fees shall indicate both the estimated total receipts from fees by county fee officers and the estimated net receipts from fees to be paid into the county treasury.
- d. A detailed statement showing estimates of expenditures for the current fiscal year, revised to the date of such estimate, and, separately, the proposed expenditures for the ensuing fiscal year for which the budget is prepared. Said revised estimates and proposed expenditures shall show the amounts for current expenses and capital outlay, shall specify the several objects and purposes of each item of current expenses, and shall include for each of said years all floating indebtedness as of the beginning of the year, the amount of funded debt maturing during the year, the interest accruing on both floating and funded debt, and all charges fixed or imposed upon counties by law.
- e. A schedule of proposed appropriations itemized as provided for proposed expenditures included in the schedule prepared in accordance with the provisions of paragraph (d) hereof, as approved by the county board.

WHEREAS, the level of appropriation for each fund and department is defined by the amount as listed with the following exceptions: the legal level of control in all departments (except the Regional Planning Commission) is by category, Personnel and Non-Personnel, for each department or group of departments within the same fund and headed by the same administrator. Transfers between any line items in the Personnel category and transfers between any line items in the Non-Personnel category, in the same department or group of departments headed by the same administrator within the same fund, may be made by notifying the County Auditor on forms provided by the Auditor. Transfers between the Personnel and Non-Personnel categories, as well as transfers between different departments headed by different administrators may be made only with the approval of a 2/3 vote of the full County Board; and

WHEREAS, the Regional Planning Commission's legal level of budgetary control is by fund. Transfers between any line items in the same department or group of departments within the same fund may be made by notifying the county Auditor on standardized forms;

NOW, THEREFORE, BE IT ORDAINED by the Champaign County Board that the attached recommended Budget is hereby adopted as the Annual Budget and Appropriation Ordinance of Champaign County for the fiscal year beginning January 1, 2020 and ending December 31, 2020. The full budget is available on the County website at the following link <http://www.co.champaign.il.us/CountyBoard/Budget.php>.

PRESENTED by the County Board of Champaign County, Illinois, at the recessed October, A.D. 2019 session.

PRESENTED, PASSED, APPROVED, AND RECORDED by the County Board of Champaign County, Illinois, this 21st day of November, A.D. 2019.

Giraldo Rosales, Chair
Champaign County Board

AYE ____ **NAY** ____ **ABSENT** ____

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

Approved:

Darlene A. Kloepfel, County Executive
Date: _____



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloeppel, County Executive

To: Chairman Giraldo Rosales and Honorable Members of the Champaign County Board

Fr: Darlene Kloeppel, County Executive; and
Tami Ogden, Deputy Director of Finance

RE: Letter of Transmittal – FY2020 Budget

The Fiscal Year (FY) 2020 Annual Budget, for the period beginning January 1, 2020 and ending December 31, 2020, is presented for your consideration and approval. The budget was developed in accordance with Resolution No. 2019-131, and pursuant to Illinois Statutes (55 ILCS 5/2-5009 and 55 ILCS 5/6-1001). The consolidated budget is submitted with revenue of **\$129,145,592** and expenditure of **\$129,689,501**, and complies with relevant Champaign County financial policies. This transmittal letter is intended to provide an executive summary and overview of the budget document.

Budget Document Overview

The budget document provides extensive financial information for every component of Champaign County government. The budget is divided into nine sections further explained in *How to Use This Document*, which is part of the Introduction section of the budget.

The FY2020 budget includes fifty-two funds, with each fund containing at least one department budget. The *Department/Fund Relationship* matrix illustrates the relationship between the County's financial structure and its organizational structure.

Economic Environment

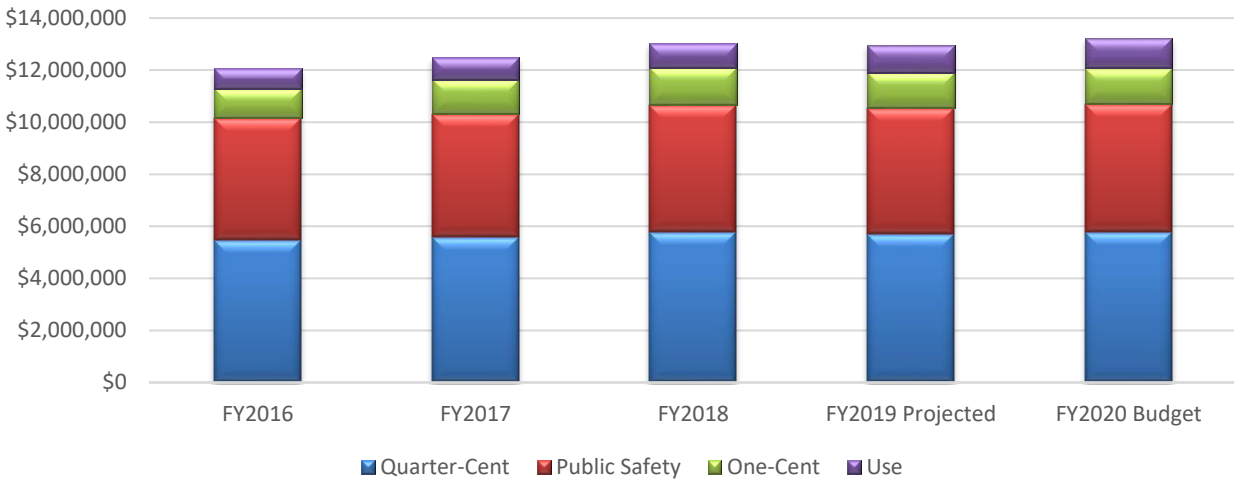
Per the Conference Board Consumer Confidence Survey, trade and tariff issues have generated volatility, thereby affecting consumer confidence levels. Senior Director of Economic Indicators Lynn Franco states, "While confidence could continue hovering around current levels for months to come, at some point this continued uncertainty will begin to diminish consumers' confidence in the expansion."¹ In September the University of Illinois Flash Index, designed to give a quick reading of the state economy, hit 105.5, following a year-to-date low of 105.1 in August.² Compared to the year-ago submission of the FY2019 budget, the Flash Index reading was 105.2. Total FY2019 sales and use taxes are projected to decline slightly compared to FY2018 totals, with the FY2020 budget reflecting a 2% total increase over FY2019 projections. Use tax is budgeted to reflect the strongest growth at 7%.

¹ <https://www.conference-board.org/data/consumerconfidence.cfm>

² <https://igpa.uillinois.edu/Report/flash-index-september2019>

Legislation enacted by the Illinois General Assembly will change the way sales taxes are collected and remitted by remote retailers and marketplace facilitators effective July 2020. State and locally-imposed sales taxes will be imposed based on the jurisdiction where a product is delivered. Under the new law, some taxes presently being distributed as Use tax, will be distributed as sales tax. The table below shows total sales tax revenues for fiscal years 2016 through 2018, as well as FY2019 projections and FY2020 budget.

Sales and Use Tax



In August 2019, the Illinois' unemployment rate was 4%, down from 4.2% in the year-ago period. The August 2019 rate for Champaign County matched the national rate at 3.7%, and reflects a significant decrease in the local rate compared to 4.8% in August 2018.³

According to the Champaign County Association of Realtors, year-to-date home sales as of August 2019 are down 8.9 percent compared to the same period last year; however, median home sale prices are up 14% at \$165,000.⁴ Growth in this sector is important for the county as property taxes represent a major segment of its revenue sources. Equalized Assessed Valuation (EAV) for revenue year 2018 exceeded \$4 billion for the first time ever, and reflects a 4 percent increase over revenue year 2017, with growth in EAV from new construction at \$97.5 million. The County's total EAV, tax rate, and property tax extension comparison for tax levy years 2009 through 2018 is shown in the following table.

Tax Levy Year	EAV	% Increase/Decrease	Tax Rate/\$100 of EAV	Property Tax Extension
2009	\$ 3,537,653,786	1.5%	0.7487	\$ 26,607,976
2010	\$ 3,561,497,476	0.7%	0.7688	\$ 27,506,700
2011	\$ 3,546,623,981	-0.4%	0.7841	\$ 27,911,272
2012	\$ 3,532,086,251	-0.4%	0.8138	\$ 28,832,637
2013	\$ 3,479,591,533	-1.5%	0.8511	\$ 29,700,112

³ <https://fred.stlouisfed.org/release/tables?rid=116&eid=254133#snid=254143>

⁴

<http://www.champaigncountyassociationofrealtors.com/News/TabId/101/ArtMID/469/ArticleID/360/Champaign-County-Area-Median-Home-Prices-Increase-in-August.aspx>

Tax Levy Year	EAV	% Increase/ Decrease	Tax Rate/\$100 of EAV	Property Tax Extension
2014	\$ 3,532,923,580	1.5%	0.8255	\$ 30,598,651
2015	\$ 3,600,615,388	1.9%	0.8322	\$ 31,404,567
2016	\$ 3,806,286,018	5.7%	0.8458	\$ 32,245,372
2017	\$ 3,972,464,264	4.4%	0.8481	\$ 33,737,737
2018	\$ 4,132,219,001	4.0%	0.8157	\$ 33,706,510*

*Nursing Home GO bonds were defeased in 2019 resulting in the abatement of the 2018 property tax levied for that debt service.

Revenues and Expenditures

Revenue for all county funds in FY2020 is budgeted to increase \$8.4 million (+6.9%) compared to the original FY2019 budget. Significant growth is attributed to increases in federal and state funding for highway motor fuel taxes, and Regional Planning Commission (RPC) Early Childhood Education and Independent Service Coordination (ISC) programs.

Property tax revenue in the FY2020 budget includes approximately \$1.06 million the County is uncertain whether it will receive. The property tax levy was prepared in order to capture new growth revenue in the event the OSF and Carle properties are assessed as non-exempt in the upcoming levy year. The Board of Review will make the initial determination as to whether this happens, based upon the submissions of each hospital and the state of the law at the time the Board of Review acts. If the EAV associated with the hospital properties is included in the extension and the properties are treated as non-exempt, the Property Tax Extension Limitation Law (PTELL) will not prevent the County from capturing new revenue associated with them.

Expenditure for all county funds in FY2020 is budgeted to increase \$6.7 million (+5.5%) compared to the original FY2019 budget, and is predominantly attributed to increases in personnel and services categories. Personnel expenditure growth reflects employee wage increases, higher IMRF rates, and staffing increases to accommodate expansion of RPC programs. The FY2020 budget includes a net increase of 75 full-time employees within RPC and Head Start funds. Increased services expenditures reflect increased contributions and grants within the Mental Health Board and Developmental Disabilities Board funds, computer/information technology services increases due updating and implementing software, office rental expenditures for RPC Early Childhood program expansion, and energy assistance for RPC Energy Assistance program expansion.

The \$544,000 revenue to expenditure deficit is the result of combining current fiscal year revenues with funds reserved in prior fiscal years for planned projects and replacements scheduled in FY2020. The FY2020 budget is balanced per Champaign County's Financial Policies.

Investment in Facilities and Technology

The County continues to increase its investment in facilities and technology, which have been deferred over time due to budget constraints. The FY2020 budget includes \$2.2

million for facility improvements per the 10-Year Capital Facilities Plan. In October 2019, the newly formed Information Technology Planning Committee began meeting to develop a plan for the County's aging software and technology systems. The FY2020 budget includes appropriation for replacing the County's in-house financial system with a modern Enterprise Resource Planning (ERP) system, for which an RFP was issued in October 2019. Following implementation of real estate tax cycle software in 2019, the FY2020 budget includes funding for Computer Assisted Mass Appraisal (CAMA) software, enabling digitization of property record cards with a sketching and valuation system providing assessment uniformity and online record accessibility.

General Fund

In the General Fund, revenue and expenditure are budgeted respectively at \$40,783,194 and \$40,308,522. The budget surplus of \$475,000 is attributed to property tax revenue, which as explained previously, the County is uncertain whether it will receive. The receipt of additional revenue in FY2020 will be utilized to improve fund reserves. The General Fund balance target is set at 16.7%, or two months of operating expenditure. Per Champaign County's financial policies the FY2020 General Fund budget is a balanced budget.

Revenue growth measures \$1.3 million, or 3.2% year-over-year with the largest increase in the federal, state and local revenue category, mainly due to full allocation of salary reimbursement from the Administrative Office of the Illinois Courts (AOIC). Expenditure growth measures \$1.7 million, or 4.3% year-over-year with increases in all expenditure categories except debt. The greatest expenditure increase is in the Interfund expenditure category, and is the result of a larger transfer to the Capital Asset Replacement Fund (CARF) for investment in County facilities.

In FY2020, the County Clerk's Office will purchase new election tabulators, as production and software for the County's current tabulators has been discontinued. The County Board identified the need to provide the necessary equipment and software for an accessible, safe and secure 2020 election as a budget priority in the Budget Process Resolution.

Nursing Home Fund

In April 2019, the Champaign County Nursing Home was sold to Extended Care Clinical, LLC and Altitude Health Services, Inc. Following the sale of the Home, proceeds were used to redeem the 2015 Bonds and defease the 2011 Bonds. As of September 2019, the Nursing Home owed other County funds nearly \$10 million. The County's Self-Funded Insurance Fund has been significantly impacted due to a continued obligation to pay defense attorney fees and claims settlements. In FY2020, under the Property Tax Extension Limitation Law (PTELL), the tax levy previously allocated for Nursing Home operations will go exclusively towards the Home's outstanding balance owed to the Self-Funded Insurance Fund. The FY2020 Nursing Home budget includes nominal revenues and expenditures, which are explained in the Nursing Home Summary budget document.

Financial Concerns

The impact of both legislative and administrative decisions made at the state level continue to alter and weaken some county revenue streams.

State Funding Cuts, Diversions and Legislation.

- **Income Tax.** The state legislature implemented a one-time, 10% cut to Income tax from July 1, 2017 through June 30, 2018. Rather than letting the cut expire as proposed, the legislature extended a 5% cut effective July 2018, extended again in July 2019. As of September 2019, the cut has resulted in the loss of \$520,000.
- **Sales Tax.** A 2% collection fee was imposed on Public Safety Sales Tax revenues in July 2017, and reduced to 1.5% in July 2018. The fee is expected to be permanent and since inception has cost the County \$188,000.
- **Personal Property Replacement Tax (PPRT).** The state's continued diversion of PPRT funds prior to application of the funding formula for distribution to local governments increases each fiscal year. In 2009, diversions totaled \$21,643 and in 2020 total diversions exceed \$300 million.
- **AOIC funding.** The Administrative Office of the Illinois Courts provides reimbursement for a portion of the Juvenile Detention Center and Probation and Court Services personnel costs. After full funding in state FY2015, the County's allocation significantly declined in years 2016 through 2019. Full funding was restored in state FY2020; however, the level of reimbursement in future fiscal years is uncertain.
- **The Criminal and Traffic Assessment Act** effective July 2019, significantly changed the fines and fees collected through the courts and distributed to County funds. In summary, the act creates a set of criminal assessment schedules and punitive fines, sets a maximum on civil filing and appearance fees, and creates a graduated fee waiver that will apply to indigency orders in both civil and criminal cases. The impact of these changes will affect multiple county funds including the General Fund and some special revenue funds. In FY2020 fee and fine revenues are budgeted conservatively as the County is unable to fully assess the impact of allowable fee waivers based on the financial ability of an individual to pay.

Facilities Maintenance and Planning.

The County Board approved a 10-Year Capital Facilities Plan in May 2018. The plan calls for an investment of \$23 million through FY2029, and prioritizes building envelopes, mechanicals, mechanical controls, business continuation/emergency preparedness, and parking lot/sidewalk maintenance. Interior improvements such as paint, carpeting, and flooring are not funded in the plan.

Facilities not included in the plan are the Sheriff's Office and downtown Correctional Center. Per a 2015 Facilities Condition Report, these facilities are categorized as poor, and have either "more significant deficiencies that require replacement or repair, or a larger quantity of components needing to be upgraded or repaired." The 5-25 year DMB for these facilities

was \$9 million in 2015, and has likely increased since that time. At its October 2019 meeting, the County Board will consider the Champaign County Public Safety Facility Master Plan Update as it continues discussions regarding a plan for these facilities.

Acknowledgements

We wish to acknowledge the outstanding cooperation and collaboration among all county elected officials, department heads, and County Board members in the preparation of the fiscal year 2020 budget. We also extend our special thanks to staff members providing crucial assistance in the development and completion of this budget document: Isak Griffiths, Deputy Director of Administration; Bill Simmering, Business Applications Developer; Andy Rhodes, Information Technology Director; Gabe Lewis, Planner II; Megan Robison, Administrative Assistant; and Rita Kincheloe, Executive Assistant to the County Executive.

On behalf of our officials and staff, we are pleased to present to you the fiscal year 2020 Champaign County Budget.

Respectfully submitted,

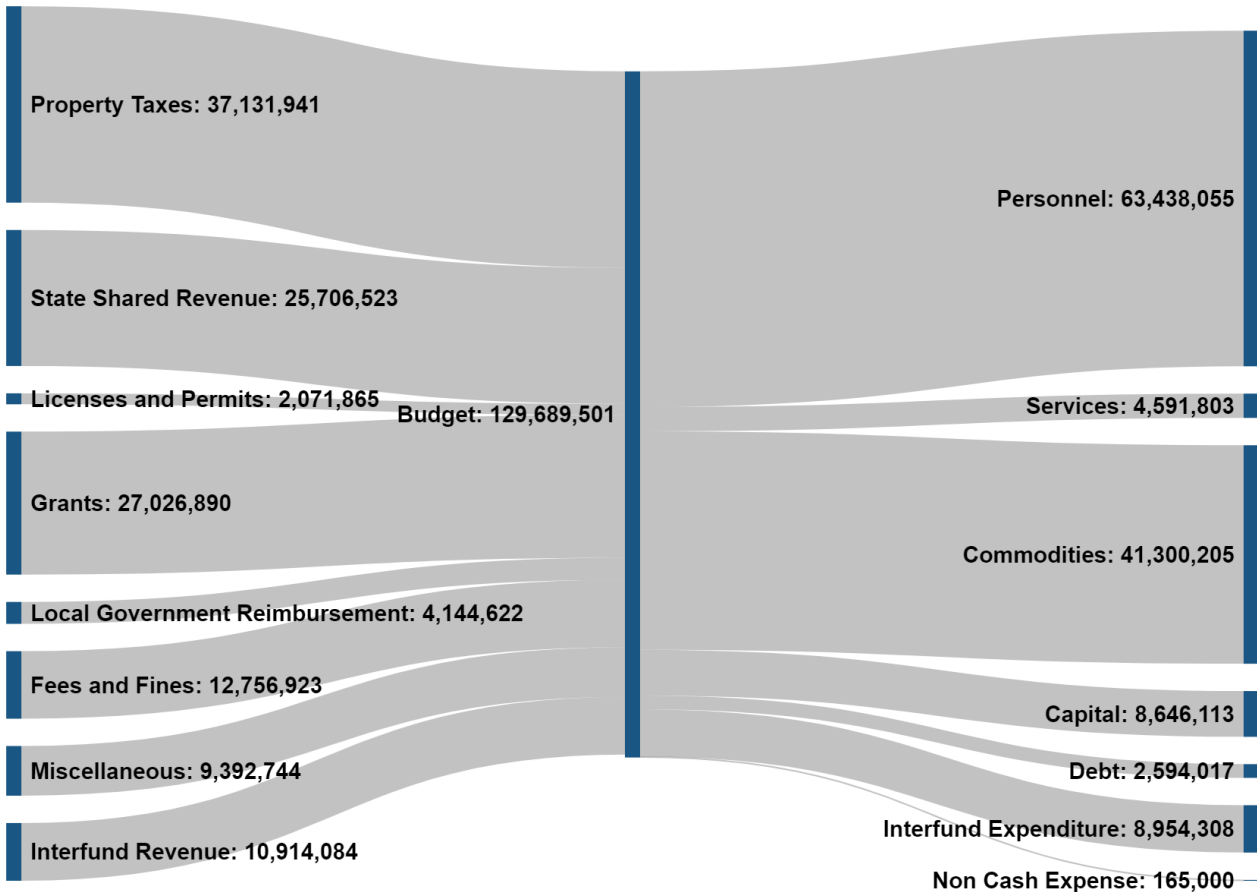


Darlene A. Kloepffel
County Executive



Tami Ogden
Deputy Director of Finance

FY2020 BUDGET SUMMARY



FY2020 Champaign County Budget

Revenue	\$129,145,592
Expenditure	\$129,689,501

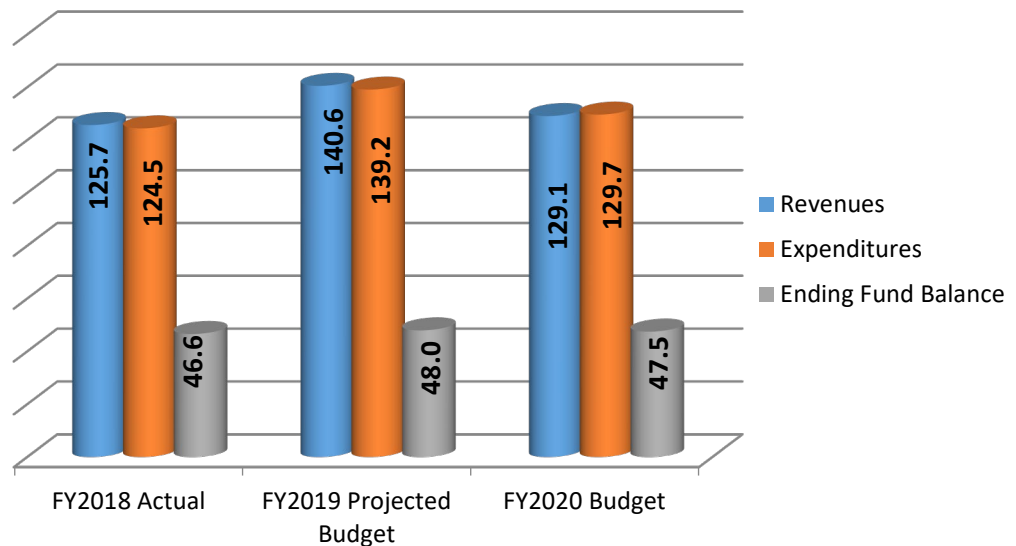
The Champaign County budget is prepared by the County Executive per 55 ILCS 5/2-5009 in conjunction with the County's elected officials and department heads, and submitted to the County Board for its approval. The County Board receives and places the budget on file for public review in October, with final approval scheduled for November 21, 2019. The FY2020 budget is a balanced budget per Champaign County's Financial Policies. The nominal revenue to expenditure deficit is the result of appropriating reserve balances within individual funds for planned projects and capital expenditures.

Budgeted revenue includes \$1.06 million in property tax revenue the County is uncertain whether it will receive in FY2020. The property tax levy was prepared in order to capture new growth revenue in the event the OSF and Carle properties are assessed as non-exempt in the upcoming levy year. The Board of Review will make the initial determination as to whether this happens, based upon the submissions of each hospital and the state of the law at the time the Board of Review acts. If the EAV associated with the hospital properties is included in the

extension and the properties are treated as non-exempt, the Property Tax Extension Limitation Law (PTELL) will not prevent the County from capturing new revenue associated with them.

The following table reflects an aggregated roll-up of the FY2020 Champaign County Budget.

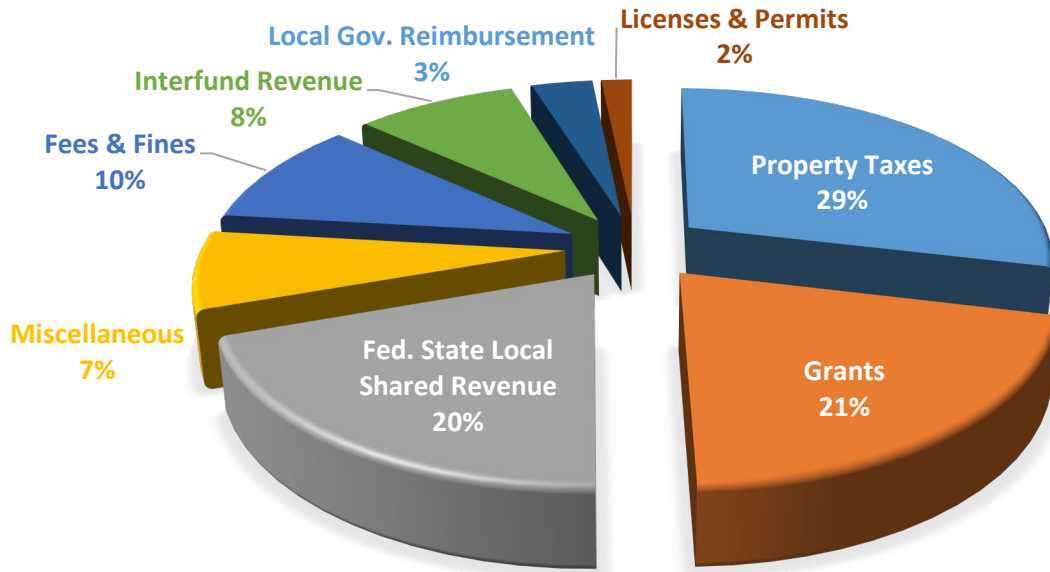
Champaign County Budget	FY2018 Actual	FY2019 Original Budget	FY2019 Projected Budget	FY2020 Budget	\$ Variance	% Variance
Property Taxes	34,245,832	36,961,526	34,504,997	37,131,941	170,415	0.5%
Federal State & Local Shared	22,914,147	22,494,846	24,264,373	25,706,523	3,211,677	14.3%
Licenses & Permits	2,502,423	2,093,149	2,042,606	2,071,865	(21,284)	-1.0%
Grants	21,104,513	23,925,537	26,070,517	27,026,890	3,101,353	13.0%
Local Gov. Reimbursement	3,556,621	3,606,949	3,918,021	4,144,622	537,673	14.9%
Fees & Fines	24,344,354	14,568,720	14,031,343	12,756,923	(1,811,797)	-12.4%
Miscellaneous	8,353,595	8,978,829	17,291,823	9,392,744	413,915	4.6%
Interfund Revenue	8,725,641	8,146,111	18,446,623	10,914,084	2,767,973	34.0%
TOTAL REVENUE	125,747,126	120,775,667	140,570,303	129,145,592	8,369,925	6.9%
Personnel	61,889,969	59,533,389	60,991,544	63,438,055	3,904,666	6.6%
Commodities	6,017,236	4,676,265	4,715,174	4,591,803	(84,462)	-1.8%
Services	40,853,297	38,459,511	39,780,065	41,300,205	2,840,694	7.4%
Capital	4,461,679	7,162,529	8,046,074	8,646,113	1,483,584	20.7%
Non-Cash Expense	125,521	175,000	165,000	165,000	(10,000)	-5.7%
Interfund Expenditure	6,804,626	8,531,151	14,230,727	8,954,308	423,157	5.0%
Debt	4,334,940	4,436,718	11,247,501	2,594,017	(1,842,701)	-41.5%
TOTAL EXPENDITURE	124,487,268	122,974,563	139,176,085	129,689,501	6,714,938	5.5%



FY2020 Total Budgeted Revenue \$129,145,592

A 6.9% increase compared to the original FY2019 Budget.

Includes \$10.9 million in Interfund Transfers.



The \$8.4 million increase in FY2020 budgeted revenue, as compared to the original FY2019 budget, is largely related to increases in federal and state funding for the Regional Planning Commission Early Childhood Education Program and Independent Service Coordination (ISC) Program, and Highway Motor Fuel taxes.

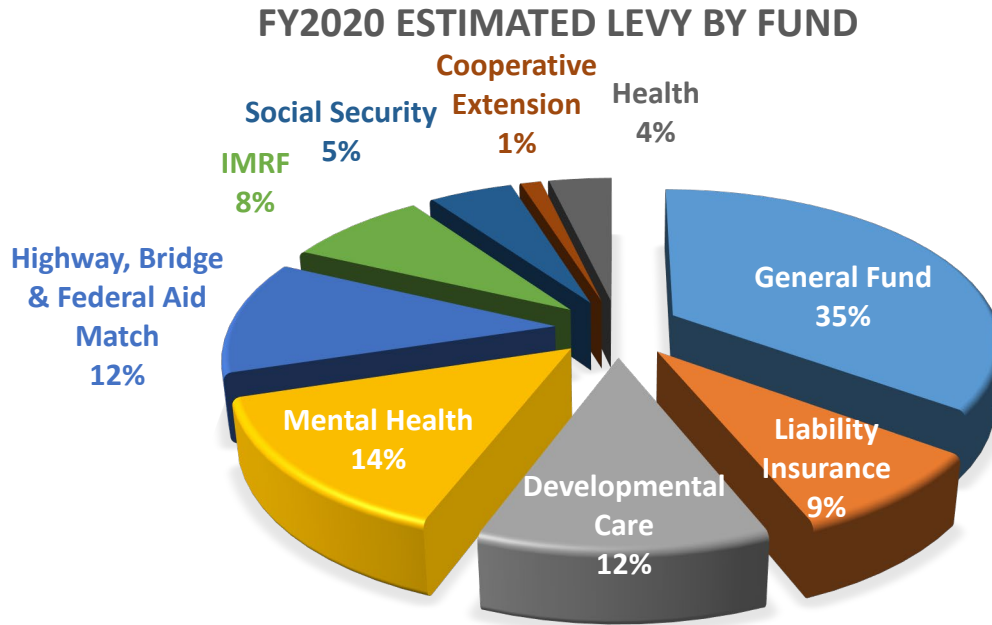
Property Taxes ▲0.5%

Property taxes are the County’s most stable revenue source and support numerous county operations with the largest portions of the levy going to the General Corporate, Mental Health and Developmental Care funds. This revenue category is comprised of real estate taxes, mobile home taxes, back taxes, payment in lieu of taxes, and delinquent taxes interest. In comparing the FY2019 and FY2020 budgets, the total increase in budgeted property tax revenue is nominal. This is the result of the defeasance of the 2011 General Obligation bonds subsequent to the sale of the Champaign County Nursing Home. While there is growth in the individual levy lines, the defeasance of the bonds in 2019 resulted in the elimination of \$1.5 million that was previously levied for debt service.

PTELL allows for annual inflationary increases which are limited by the lessor of 5% or the Consumer Price Index (CPI). The CPI used to compute the 2019 extensions (for taxes payable in 2020) is 1.9%. The County’s proposed aggregate levy exceeds a 5% increase over the prior year’s extension; therefore, a Truth in Taxation public hearing was held in October 2019. The proposed FY2020 property tax levy, \$36.3 million, represents a 7.8% increase over the FY2019 extension, a projected increase of \$2.6 million. Of this total, \$1.06 million is attributed to potential new growth revenue as explained earlier. If there is no change in the hospitals’ exemption status, the County Clerk’s Office will limit the total extension, and the County will

receive the property tax it is allowed under the PTELL calculation which is expected to be \$35.3 million in FY2020.

Under PTELL, the former Nursing Home operating levy is reallocated to the Liability levy in FY2020 for outstanding amounts owed by the Home. An increase in the County’s IMRF rates effective January 1, 2020, required reallocation of a portion of the General Fund levy to the IMRF levy.



Federal, State and Local Shared Revenue ▲ 14.3%

Revenue primarily originates from sales and use tax, income tax, motor fuel tax (MFT) and state reimbursement. Significant growth in FY2020 is attributed to increased motor fuel tax and state reimbursement, which represent 17% and 9% of total state shared revenue respectively. Illinois MFT doubled in July 2019 from \$0.19/gallon to \$0.38/gallon. This is the first increase since 1990, and reflects an 82% increase over the FY2019 original budget (approximately \$2 million).

To offset operating expenses for the Probation and Court Services Department, the Illinois Supreme Court, through the Administrative Office of the Illinois Courts (AOIC), provides reimbursement for a portion of personnel costs. The County has not received full allocations since 2015; however, was notified in August 2019 its salary reimbursement for State FY2020 was set at \$2.2 million. This is an increase of \$682,422 (44.4%) over the SFY2019 allocation and represents the restoration of full allocations for probation salary reimbursement.

The County’s sales and use tax revenues, excluding MFT, are described in the following table with the quarter-cent tax representing the largest source of sales tax revenue. Total budgeted sales and use tax revenues reflect a nominal increase of 0.3% over the original FY2019 budget as year-to-date revenues continue to lag following strong growth in FY2018.

Tax	% of State Shared Revenue	Description
One-cent	5.4%	Collected on general merchandise and qualifying food, drug and medical appliances purchased in the <u>unincorporated area</u> of Champaign County.
Quarter-cent	22.5%	Collected on general merchandise and qualifying food, drug and medical appliances purchased <u>anywhere</u> in Champaign County.
Use	4.4%	Imposed on the privilege of using, in the State of Illinois, any item of tangible personal property that is purchased anywhere at retail. This revenue source is collected by the State and distributed on a per capita basis.
Public Safety	19.1%	Collected on general merchandise purchased <u>anywhere</u> in Champaign County excluding qualifying food, drug and medical appliances, and titled or registered personal property (i.e. vehicles, boats, trailers, motorcycles).

In June 2019, the Illinois General Assembly passed legislation that changes how sales and use taxes are collected in the state. Both remote retailers and marketplace facilitators will be required to collect and remit state and locally-imposed sales tax where the product is delivered starting July 1, 2020. It is expected there will be improved compliance and an increase in both state and local revenues. Some revenue previously receipted as use tax will be receipted as sales tax per this legislation; making it difficult to project the impact on the County's one-cent and use tax revenues. The *South Dakota v. Wayfair Inc.* decision resulted in strong growth in Use tax in FY2019, which is anticipated to continue in FY2020. The State imposed collection fee on the County's Public Safety Sales Tax revenue has cost the County \$188,000 since its inception in July 2017.

According to the Illinois Department of Revenue, in FY2018, 62% of Champaign County government's one-cent sales tax revenues came from its top ten contributors. This revenue stream has displayed extreme fluctuations over the past few years. Because the top-ten taxpayers make up such a large percentage of the total one-cent sales tax revenue, the loss of one top-ten payer can significantly impact this revenue stream. The top-ten contributors for FY2018 are listed below in no particular order.

Staley Concrete Co. Inc.	Richards Building Supply Co.
Illini FS	Prairie Gardens Inc.
LS Building Products	Country Arbors Nursery Inc.
Road Ranger LLC	Sport Redi-Mix LLC
Hicksgas LLC	CIT Trucks LLC

Income Tax is calculated based on population and accounts for 13% of total State Shared Revenue in FY2020. Beginning July 1, 2017, the state legislature imposed a one-time, one-year, ten percent reduction to local government income tax revenue. Rather than allowing the one-time cut to end as initially approved, the state legislature has continued to extend a five percent cut in state fiscal years 2019 and 2020. This cut has resulted in the loss of \$520,000 in County revenue since its inception.

Licenses and Permits ▼1%

The majority of license and permit revenue is in the General Fund and is predominantly associated with revenue stamp fees which are budgeted flat at \$1.5 million FY2020. Two-thirds of the fee revenue must be submitted to the state. The decrease in total licenses and permits revenue is attributed to a decrease in zoning permit fees, which were budgeted higher in FY2019 due to anticipated solar farm permit applications.

Grants ▲20.9%

The County’s federal and state grant revenue predominantly supports the Champaign County Head Start, Workforce Development and Regional Planning Commission (RPC). In FY2020, federal and state grants account for over 90% of the overall RPC budget and include 100 grants in eight program areas.

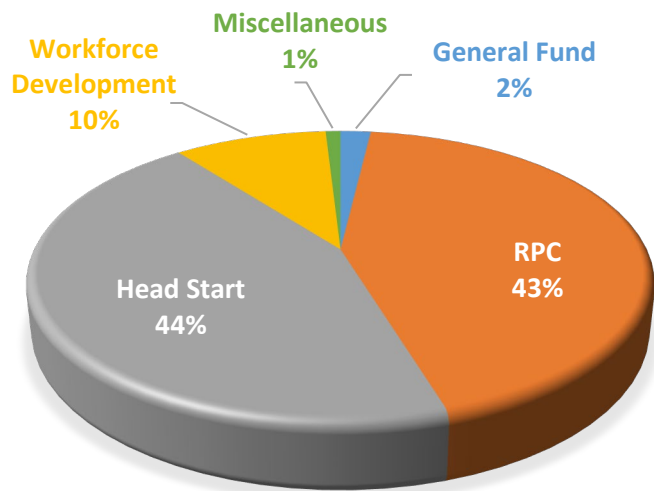
Staffing levels are projected to increase a total of 75 FTEs within RPC funds due to increased and/or new funding, including significant increases in the Early Head Start and Independent Services and Support Advocacy programs.

Fees and Fines ▼12.4%

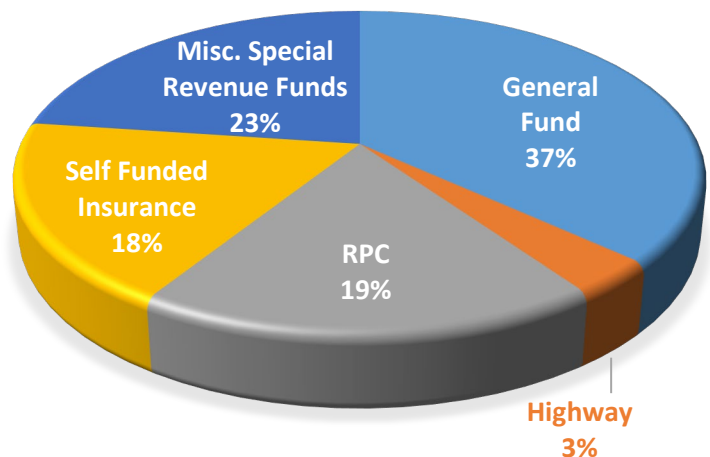
This revenue stream reflects a decline in FY2020 due to the sale of the Nursing Home in April 2019. The County did budget in anticipation of collecting minimal revenue for services previously provided by the Home.

The largest source of fees and fines revenue comes from the General Fund. Effective July 1, 2019, the state legislature approved the Criminal and Traffic Assessment Act (100-987, 100-994 and 100-1161). In summary, the act creates a set of criminal assessment schedules and punitive fines, sets a maximum on civil filing

FY2020 GRANTS



FY2020 FEES & FINES REVENUE



and appearance fees, and creates a graduated fee waiver that will apply to indigency orders in both civil and criminal cases. The impact of these changes will affect multiple county funds including the General Fund and some special revenue funds. In FY2020 fee and fine revenues are budgeted conservatively as the County is unable to fully assess the impact of allowable fee waivers based on the financial ability of an individual to pay.

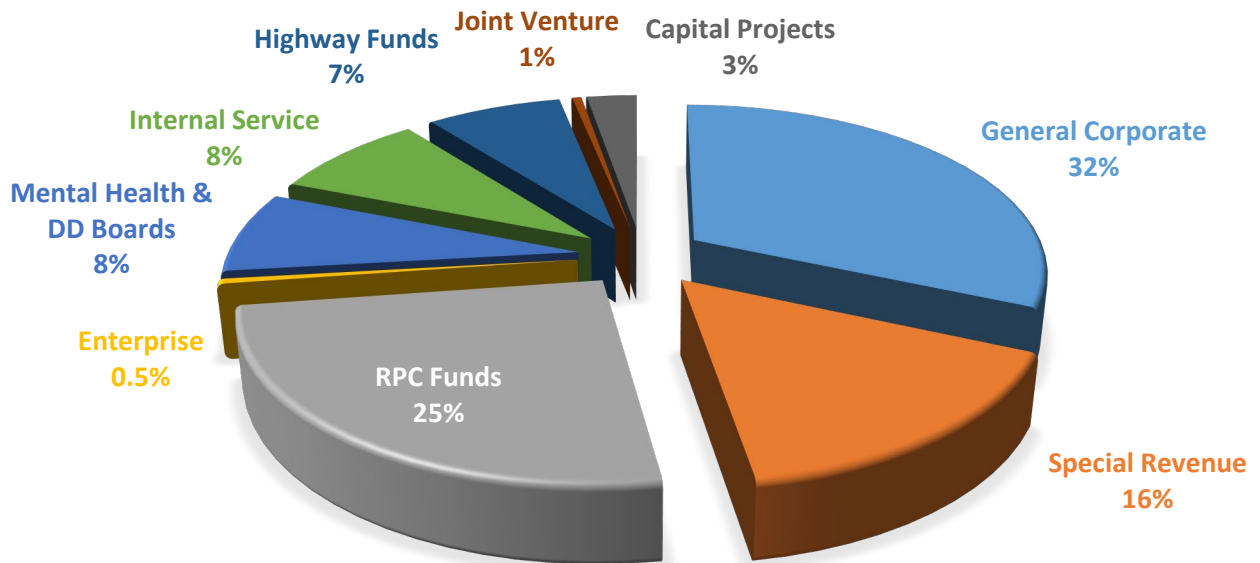
Miscellaneous Revenue ▲4.6%

The FY2020 budget for miscellaneous revenue increases by \$414,000 largely as a result of budgeting for anticipated investment interest across all county funds, and the release of one-third of the Nursing Home escrow holdback.

Interfund Revenue ▲8.5%

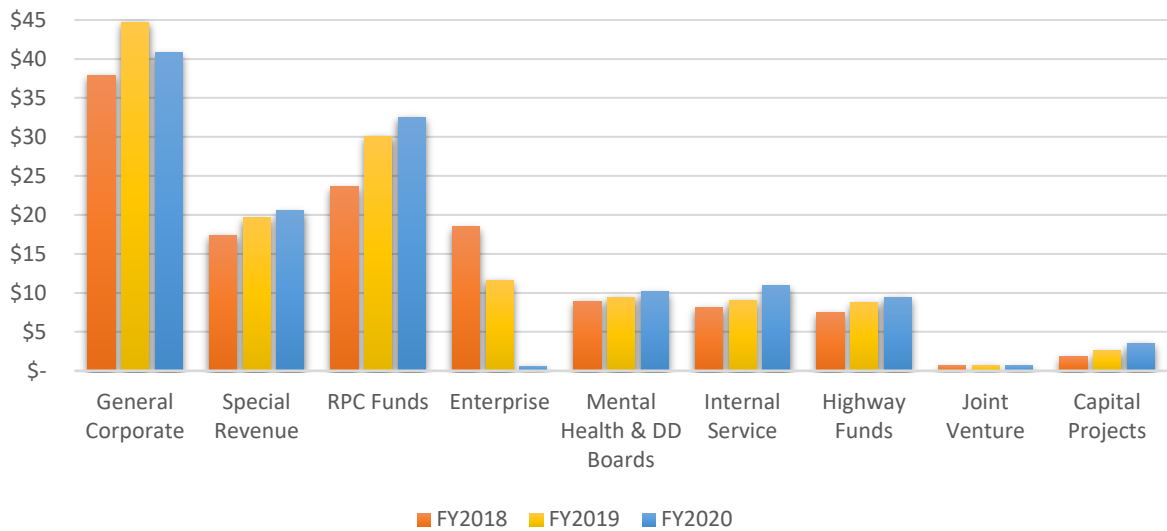
Increases in Interfund revenue reflect an increase in the transfer from the General Fund to the Capital Asset Replacement Fund for the County’s increased investment in facilities funding per the 10-Year Capital Plan; and a larger transfer between the Tort Immunity and Self-funded Insurance funds due to the reallocation of the former Nursing Home levy for outstanding amounts owed by the Home; and a \$1 million transfer from the Head Start fund to the Economic Development fund to support infrastructure and facility enhancements for expanded/alternative early childhood center locations.

FY2020 REVENUE BY FUND TYPE



Revenue totals by fund for FY2018, projected FY2019, and budgeted FY2020 are shown in the chart below. The FY2019 increase in the General Fund occurred due to transfers from the Nursing Home fund to redeem the 2015 bonds, and to reimburse the General Fund for the \$1.98 million that was transferred to the Home in 2018 allowing for payment of outstanding accounts payable obligations. The decrease in Enterprise fund revenue results from the sale of the Nursing Home in 2019. The Nursing Home fund is the County’s only enterprise fund. Program expansion within RPC funds is demonstrated by increased revenues in both fiscal year 2019 and 2020.

Revenue by Fund Type (in Millions)

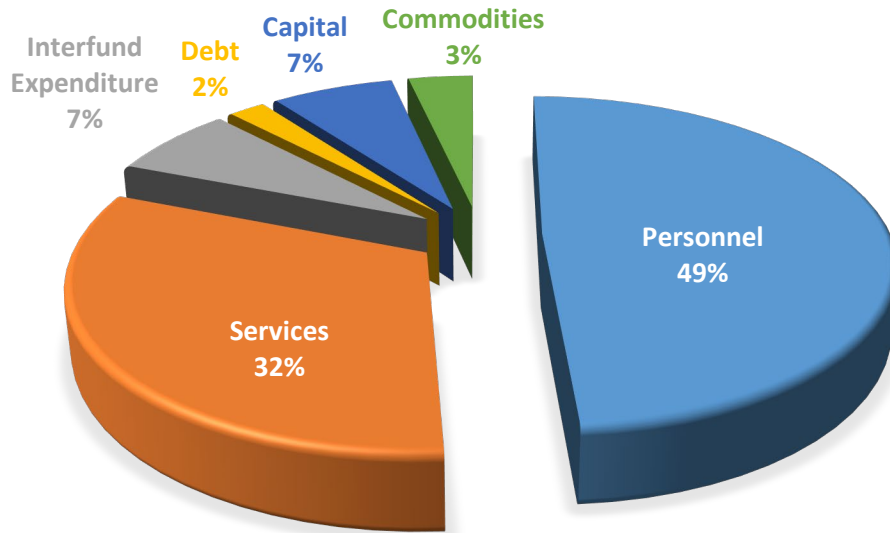


Expenditure Summary begins on the following page.

FY2020 Total Budgeted Expenditure \$129,689,501

A 5.5% increase compared to the original FY2019 Budget.

Includes \$9 million in Interfund Transfers.



Personnel ▲ 6.6%

Personnel costs represent the largest expenditure for Champaign County and include salaries and wages, worker’s compensation insurance expenses, health and life insurance benefits, social security expenses and IMRF pension benefits. In FY2020 the personnel expenditure budget increases \$3.9 million compared to the original FY2019 budget. Expenditure growth is the result of increases in the County’s IMRF rates effective January 1, 2020, employee wage increases, and staffing increases to accommodate RPC program expansion.

Salaries and wages represent 63% of total FY2020 personnel expenditures with the county’s portion of health and life insurance expenditures totaling 17% of the personnel budget. The remaining 20% is for FICA and IMRF benefits and workers compensation and unemployment insurance costs. The FY2020 budget reflects a net increase of 75 full-time equivalents due to new and expanded grant initiatives within RPC funds. The County renewed its health insurance plan with BlueCross BlueShield in FY2020 at a premium increase of 4.5%, which includes ACA health insurer fees and taxes of 2.1%. Should a moratorium on collection of the ACA fee be continued, the insurer will remove that portion of the premium.

Services ▲ 7.4%

Services make up the second largest percentage of the County’s expenditures and in FY2020 reflect an increase of \$2.8 million. The largest budgeted service expenditure, \$10.3 million, is for contributions and grants, which are predominantly accounted for in the County’s Mental Health Care and Treatment of Persons with a Developmental Disability budgets. In total, the FY2020 budget reflects an increase of \$534,000 in contributions and grants largely due to the increased capacity to provide additional funding to agencies as a result of increases in the Mental Health and Development Disability property tax levies.

Other significant increases in the services expenditure category are summarized below:

- Computer and Information Technology services, which includes law enforcement body camera Software as a Service, State’s Attorney document evidence storage system and increased funding for Enterprise Resource Planning (ERP).
- Facility and office rental costs related to RPC Early Childhood program expansion.
- Energy assistance associated with expansion of the RPC Energy Assistance program.

Commodities ▼ 1.8%

The decrease in commodities is attributed to reduced expenditure budgets for equipment less than \$5,000 across multiple county departments.

Capital ▲ 20.7%

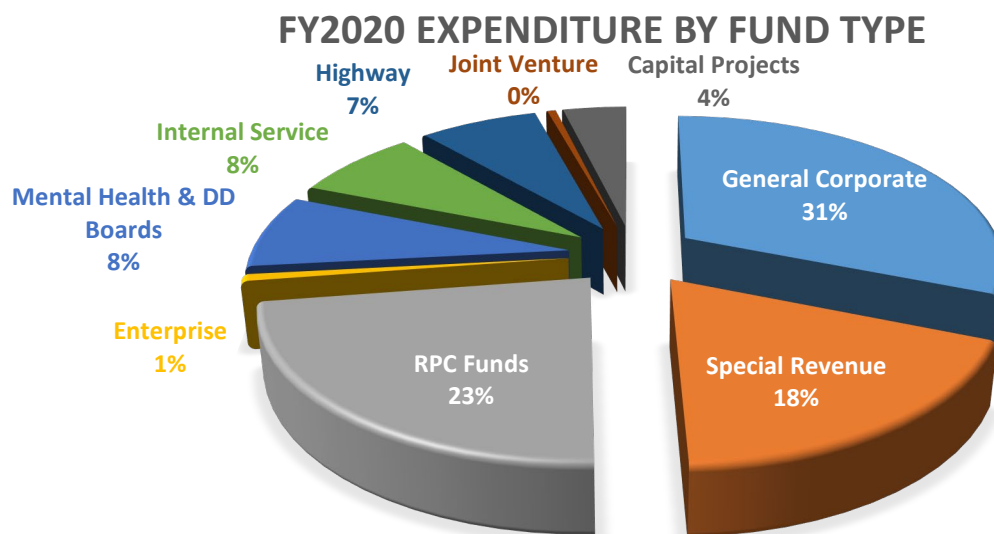
The majority of the County’s capital expenditures are for equipment, bridge, culvert and road improvements in the Highway funds. Much of the FY2020 increase is related to facility improvement funding within the Capital Asset Replacement Fund for projects scheduled in the County’s Capital Facilities Plan. Additionally, the County Clerk’s budget includes funding for replacing the County’s election tabulators.

Interfund Expenditure ▲ 5%

The budget increase for Interfund expenditure reflects a larger transfer from the General Fund to the Capital Asset Replacement Fund for the additional investment in facilities. A larger Interfund transfer from the Tort Immunity fund to the Self-Funded Insurance fund occurs in FY2020 as the former Nursing Home operating levy was reallocated for amounts owed by the Nursing Home. Within the budget is a \$1 million transfer from the Head Start fund to the Economic Development fund to support infrastructure and facility enhancements for expanded/alternative early childhood center locations.

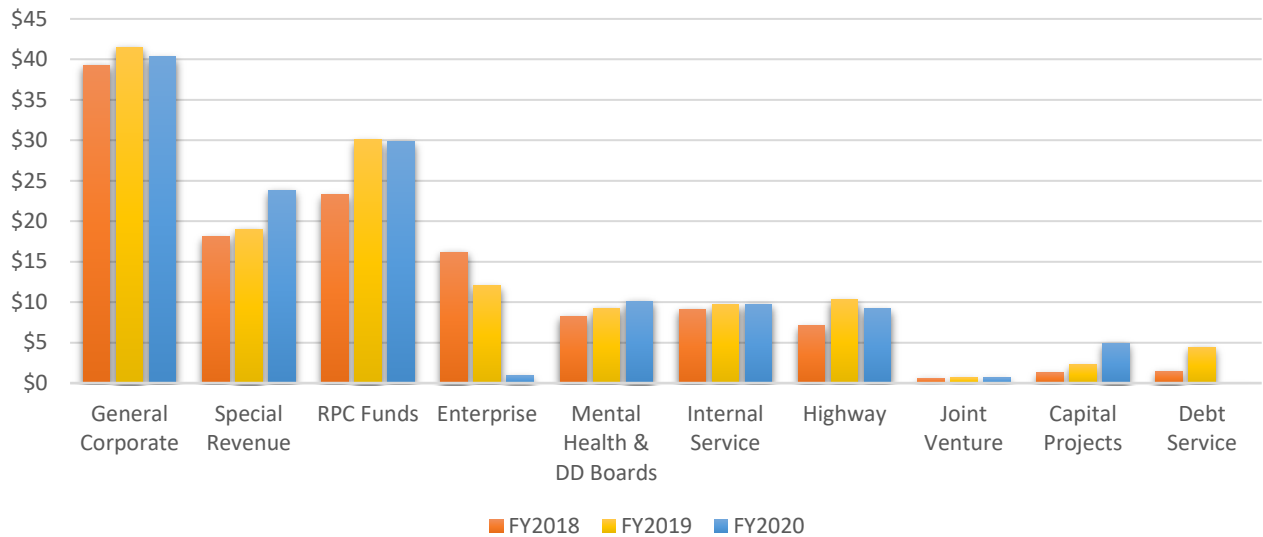
Debt ▼ 41.5%

With the defeasance and redemption of the Nursing Home bonds, the budget reflects a \$1.8 million reduction in debt expenditure in FY2020.



Expenditure totals by fund for FY2018, projected FY2019, and budgeted FY2020 are shown in the chart below. The increase in Special Revenue funds in FY2020 is predominantly due to appropriating fund balance reserves for planned projects or purchases. Program expansion within RPC funds is demonstrated by increased expenditures in both fiscal year 2019 and 2020. The decrease in Enterprise fund expenditure in FY2020 is the result of the sale of the Nursing Home. There is no appropriation for debt service in FY2020 due to the defeasance of the Nursing Home bonds in 2019.

Expenditure by Fund Type (in Millions)



RESOLUTION NO. 2019-341

BUDGET AMENDMENT

November 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 #19-00057

Fund: 084 County Bridge
Dept. 060 Highway

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
544.10 Bridges & Culverts	935,000
	Total 935,000
Increased Revenue:	
None: from Fund Balance	0
	Total 0

REASON: Reserve funds needed to cover county bridge projects on CH 15 and CH 18. The two bridge improvements were bid in the same fiscal year. The bridges were initially scheduled in two different years but needed to be done at the same time due to their rapid deterioration. Current fund balance is \$2,000,000 plus/minus

PRESENTED, ADOPTED, APPROVED by the County Board this 21st day of November 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: _____

FUND 084 COUNTY BRIDGE

DEPARTMENT 060 HIGHWAY

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
084-060-544.10 BRIDGES & CULVERTS	1,135,000	996,580	1,931,580	935,000
TOTALS	1,135,000	996,580	1,931,580	935,000

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
None: from Fund Balance				
TOTALS	0	0	0	0

EXPLANATION: RESERVE FUNDS NEEDED TO COVER COUNTY BRIDGE PROJECTS ON CH 15 AND CH 18. THE TWO BRIDGE IMPROVEMENTS WERE BID IN THE SAME FISCAL YEAR. THE BRIDGES WERE INITIALLY SCHEDULED IN TWO DIFFERENT YEARS BUT NEEDED TO BE DONE AT THE SAME TIME DUE TO THEIR RAPID DETERIORATION. CURRENT FUND BALANCE IS \$2,000,000 PLUS/MINUS

DATE SUBMITTED: 11/14/19	AUTHORIZED SIGNATURE 	** PLEASE SIGN IN BLUE INK **
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APPROVED BY BUDGET & FINANCE COMMITTEE: _____ DATE: _____

RESOLUTION NO. 2019-342

BUDGET AMENDMENT

November 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 #19-00056

Fund: 671 Court Document Storage FD
Dept. 030 Circuit Clerk

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
522.01 Stationary & Printing	10,000
	Total 10,000
Increased Revenue:	
None: from Fund Balance	0
	Total 0

REASON: Funds from fund balance. Amendment needed to cover the cost of file folders for 2020

PRESENTED, ADOPTED, APPROVED by the County Board this 21st day of November 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: _____

Katie M. Blakeman
Clerk of the Circuit Court



Champaign County Courthouse
101 East Main Street
Urbana, Illinois 61801
Phone (217) 384-3725
Fax (217) 384-3879

CHAMPAIGN COUNTY
OFFICE OF THE CIRCUIT CLERK

MEMORANDUM

TO: Jim Goss, Chair – Finance, Stephanie Fortado, Vice-Chair - Finance & Members of the Champaign County Board Committee of the Whole

FROM: Katie Blakeman, Clerk of the Circuit Court, Champaign County

DATE: November 14, 2019

RE: Annual File Folder Purchase

Good evening,

The office of the Circuit Clerk is requesting a transfer of \$10,000 for an advance purchase of our 2020 traffic and case file folders. As we are unable to make expenditures from the FY2020 budget until December, we will need to place an advance order so as to have 2020 file folders available for use by January 1st. This annual purchase is now two single-source vendors (one for case files and one for traffic files), as the advent of electronic filing has reduced the number of vendors providing court files. The 2020 annual purchase will be submitted as a purchase order, but this amendment will allow for advance purchase of the initial court file needs. An amendment now allows us to receive a letter from the vendors indicating early preparation of court files and traffic files for use by January 1st.

This transfer will be made from Court Document Storage Fund Balance. Should you have any questions prior to the meeting, please call or email me.

Sincerely,

Katie M. Blakeman

Katie M. Blakeman
Clerk of the Circuit Court



Champaign County Courthouse
101 East Main Street
Urbana, Illinois 61801
Phone (217) 384-3725
Fax (217) 384-3879

CHAMPAIGN COUNTY
OFFICE OF THE CIRCUIT CLERK

Clerk of the Circuit Court
Champaign County
217-384-3725
kblakeman@co.champaign.il.us

FUND 671 COURT DOCUMENT STORAGE FD DEPARTMENT 030 CIRCUIT CLERK

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
671-030-522.01 STATIONERY & PRINTING	20,000	23,138	33,138	10,000
TOTALS	20,000	23,138	33,138	10,000

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
None: from Fund Balance				
TOTALS	0	0	0	0

EXPLANATION: FUNDS FROM FUND BALANCE. AMENDMENT NEEDED TO COVER THE COST OF FILE FOLDERS FOR 2020.

DATE SUBMITTED:	AUTHORIZED SIGNATURE	** PLEASE SIGN IN BLUE INK **
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APPROVED BY BUDGET & FINANCE COMMITTEE: _____ **DATE:** _____

Julia R. Rietz
State's Attorney

Barbara Mann
Chief of the Civil Division
email: bmenn@co.champaign.il.us

Donna M. Davis
Assistant State's Attorney
email: ddavis@co.champaign.il.us



Courthouse
101 East Main Street
P. O. Box 785
Urbana, Illinois 61801
Phone (217) 384-3733
Fax (217) 384-3816

**Office of
State's Attorney
Champaign County, Illinois**

October 30, 2019
[Via Email: rkincheloe@co.champaign.il.us]

Mr. Giraldo Rosales
Champaign County Board Chair

Re: Closed Session Minutes Review for Champaign County Board

Dear Board Chair Rosales:

Pursuant to the Open Meetings Act, a public body such as the Champaign County Board must review its closed session minutes at least semi-annually. The Board must then determine whether the need for confidentiality exists as to all or part of those minutes, or that the minutes or portions thereof no longer require confidential treatment, if so, the records would be available for public inspection. Therefore, the question is whether there is no longer a need to keep minutes closed in order to protect either the public interest or the privacy of an individual. Whichever conclusion that the Board draws must be then be reported in open session.

Please note that the Board may enter into closed session for the purpose of review of closed session minutes pursuant to 5 ILCS 120/2(c)(21): Discussion of minutes of meetings lawfully closed under the Act. Just as in open session, if the matter requires action by the Board, the matter must have been noticed on the posted agenda.

The County Board passed Resolution No. 7969, "Resolution Establishing Procedures for Semi-Annual Review of Closed Session Minutes by the Champaign County Board" on November 17th, 2011. Under the parameters established by the full board in Resolution 7969, none of the minutes of the full Board or of the Nursing Home Board of Directors which were reviewed in previous semi-annual reviews are currently ripe for further review. Further, no records were provided to our office indicating the full Board went into closed session during the past six months.

Sincerely,

A handwritten signature in blue ink that reads "Donna M. Davis".

Donna M. Davis

cc: Rita Kincheloe (Administrative Services)



Supreme Court of Illinois
ADMINISTRATIVE OFFICE OF THE ILLINOIS COURTS

Marcia M. Meis
Director

222 North LaSalle Street, 13th Floor
Chicago, IL 60601
Phone (312) 793-3250
Fax (312) 793-1335

3101 Old Jacksonville Road
Springfield, IL 62704
Phone (217) 558-4490
Fax (217) 785-3905

October 22, 2019

Hon. Giraldo Rosales
Champaign County Board
1776 East Washington Street
Urbana, Illinois 61802
grosales@co.champaign.il.us

RE: Filing of Circuit Clerk's Annual Audit

Dear Chairperson Rosales:

I am writing in regard to the County Board's annual audit of the Circuit Court Clerk's Office as required per Section 27.8 of the Clerks of Courts Act. The audit is to be completed within six months of the end of the county's fiscal year, unless the county board grants an extension. Thereafter, it is to be filed with the Administrative Office of the Illinois Courts within one month of completion. Pursuant to the *Circuit Clerk Audit Guidelines*, the audit should be issued as a separate stand-alone report.

The Administrative Office has not received the Champaign County audit for fiscal year 2018. If the Circuit Clerk's audit has been completed, please forward it to the Court Services Division, Administrative Office of the Illinois Courts, 3101 Old Jacksonville Road, Springfield, IL 62704 or email to ClerkAudits@illinoiscourts.gov. If the county board has granted an extension for the completion of the audit, please submit written verification to the same address.

Thank you for your attention to this matter.

Sincerely,

Marcia M. Meis
Director

c: Hon. Karle E. Koritz, Chief Judge
Hon. Katie Blakeman, Circuit Clerk

RESOLUTION NO. 2019-343

PAYMENT OF CLAIMS AUTHORIZATION

November 2019

FY 2019

WHEREAS, The County Auditor has examined the Expenditure Approval List of Claims against the County of Champaign totaling \$8,103,838.52 including warrants 599130 through 600491 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 \$8,103,838.52 including warrants 599130 through 600491 is approved.

PRESENTED, ADOPTED, APPROVED, by the County Board this 21st day of November, 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. 2019-344

PURCHASES NOT FOLLOWING PURCHASING POLICY

November 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 November 21, 2019 are hereby approved for payment.

PRESENTED, ADOPTED, APPROVED by the County Board this 21st day of November 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: _____

PURCHASES NOT FOLLOWING THE PURCHASING POLICY AND EMERGENCY PURCHASES

DEPARTMENT	APPROPRIATION #	VR#/PO#	VR/PO DATE	DESCRIPTION	VENDOR	AMOUNT
EMERGENCY PURCHASE						
None						
NO PURCHASE ORDER ISSUED						
Sheriff	080-140-522.19	140-478	10/16/2019	Vests	Ray O'Herron Co., Inc	1,360.74
Sheriff	080-040-522.19	40-404	10/16/2019	Vests	Ray O'Herron Co., Inc	8,844.16
CREDIT CARD PAYMENT PAID WITH TAX						
County Clerk	080-022-533.84	22-204	10/21/2019	Business Meal	Black Dog/Visa	39.51
County Clerk	080-022-522.02	22-204	10/21/2019	Office Supplies	Art Coop	17.32
Sheriff	080-040-533.84	40-439	11/5/2019	Business Meal	Applebee's	52.16
Circuit Clerk	630-030-533.95	630-146	10/29/2019	Cookies for training	Insomnia Cookies	59.08

CREDIT CARD PAID WITH NO RECEIPT

***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