



CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE – Justice/Finance/Policy/ Agenda
County of Champaign, Urbana, Illinois
Tuesday, November 8, 2011 – 6:00 p.m.

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

- I. Call To Order**
- II. Roll Call**
- III. Approval of Minutes**
- | | |
|---|------|
| A. Committee of the Whole Minutes – October 11, 2011 | 1-11 |
| B. County Administrator Salary Negotiation Committee Minutes – October 17, 2011 | 12 |
- IV. Approval of Agenda/Addenda**
- V. Public Participation**
- VI. Communications**
- VII. Justice & Social Services**
- A. Monthly Reports - Reports are available on each department's webpage at:
<http://www.co.champaign.il.us/COUNTYBD/deptrpts.htm>
1. Animal Control – September 2011
 2. Emergency Management Agency – October 2011
 3. Head Start – October 2011
 4. Probation & Court Services – September 2011
- B. Other Business
- C. Chair's Report
- D. Designation of Items to be Placed on County Board Consent Agenda
- VIII. Finance:**
- A. Regional Planning Commission
- | | |
|---|-------|
| 1. Request Approval of an Ordinance Authorizing the Execution and Delivery of an Intergovernmental Cooperation Agreement for the Assist 2011 Homebuyer Assistance Program | 13-40 |
|---|-------|
- B. Budget Amendments & Transfers
- | | |
|---|----|
| 1. Budget Transfer #11-00014 | 41 |
| Fund/Dept: 080 General Corporate-071 Public Properties | |
| Total Amount of Transfer: \$5,350 | |
| Reason: To cover Remaining Fiscal Year Invoices – Funds from the Salary Line are Anticipated To be Unspent. | |

2. Budget Transfer #11-00015 42-49
Fund/Dept: 080 General Corporate-075 General County
080 General Corporate-021 Board of Review
Total Amount of Transfer: \$5,827
Reason: To Transfer Money to Board of Review Budget to Pay Out Benefits
As of 11/30/11, Due to Change in Payment Process for Appointed Positions

3. Budget Transfer #11-00016 50
Fund/Dept: 080 General Corporate-075 General County
080 General Corporate-010 County Board
Total Amount of Transfer: \$7,000
Reason: To Move Money to Per Diem Line Item to Pay for Meetings Through
November 30, 2011

4. Budget Amendment #11-00057 51
Fund/Dept: 476 Self-Funded Insurance-118 Property/Liability Insurance
Increased Appropriations: \$9,083
Increased Revenue: \$9,083
Reason: Re-attachment of Spire to Courthouse Reimbursement Received from Cincinnati
Insurance Company

5. Budget Transfer #11-00017 52
Fund/Dept: 083 County Highway-060 Highway
Total Amount of Transfer: \$14,400
Reason: to Reimburse RPC for Personnel Hired for the 2011 Traffic Counts

- C. Nursing Home
 1. Approval of Issuance of Tax Anticipation Warrants for the Champaign County Nursing Home
 2. Approval of Issuance of Revenue to the Champaign County Nursing Home

- D. County Administrator
 1. General Corporate Fund FY2011 Budget Projection Report *(to be distributed)*
 2. General Corporate Fund Budget Change Report *(to be distributed)*
 3. Harris & Harris Monthly Report *(to be distributed)*
 4. Resolution Authorizing Renewal of a Loan from the General Corporate Fund to Nursing Home 53
 5. FY2012 Annual Budget and Appropriation Ordinance 54-55
 6. FY2012 Annual Tax Levy Ordinance 56-60
 7. Approval of Recommendation to the County Board for Amendment to Schedule of Authorized Positions 61-63

- E. Animal Control
 1. Approval of Intergovernmental Agreement with the Village of Ogden for Animal Control Services 64-65

- F. Auditor
 1. Monthly Report – October 2011 *(to be distributed)*

G. Treasurer

1. Monthly Report – October 2011 (*to be distributed*)

H. Other Business

1. Approval of Amendment to County Administrator Contract

66-67

I. Chair's Report

J. Designation of Items to be Placed on County Board Consent Agenda

IX. Policy, Personnel, & Appointments:

A. Appointments/Reappointments

1. Sangamon Valley Water District – 1 Vacancy

Unexpired Term Ending May 31, 2015

- Applicant – Frank Howard

68-69

2. Dewey Community Public Water District – 1 Vacancy

Unexpired Term Ending May 31, 2016

- Applicant – Jason Zahnd

70-71

3. Public Aid Appeals Committee – 2 Vacancies

Term: December 1, 2011 - November 30, 2013

Applicants:

- Bernie Magsamen
- Pamela Borowski

72-75

4. Nursing Home Board of Directors – 3 Vacancies

Term: December 1, 2011 - November 30, 2013

Applicants:

- Peter Czajkowski
- Catherine Emanuel

76-81

5. Senior Services Advisory Board – 3 Vacancies

Term: December 1, 2011 – November 30, 2013

Applicants:

- Cynthia D. Bell
- Jimmey Kaiser
- Jane Nathan

82-87

6. Senior Services Advisory Board – 3 Vacancies

Term: December 1, 2011 – November 30, 2014

Applicants:

- Sherry Gordon
- Hal Loebach

88-93

B. County Administrator

1. Vacant Positions Listing (*Provided for Information Only*) 94
2. Recommendation for the County Board 2012 Calendar of Meetings 95-98
3. 2012 Holiday Calendar (*Provided for Information Only*) 99
4. Recommendation for Amendment to Personnel Policy 100-107
5. Recommendation for Amendment to Purchasing Policy 108-126
6. Approval of FY2012 Property/Liability/Workers Compensation Insurance Renewals 127-142

C. County Clerk

1. Monthly Fees Report – October 2011 143

D. Other Business

1. Procedural Recommendation for Semi-Annual Review of Closed Session Minutes 144
2. Resolution in Support of Naming the Federal Courthouse in Urbana in Honor of James R. Burgess, Jr. 145

E. Chair's Report

1. Discussion Regarding County Board Committee Structure

F. Designation of Items to be Placed on County Board Consent Agenda

X. Other Business

- A. Approval of County Administrator Salary Negotiation Committee Closed Session Minutes – October 17, 2011

XI. Adjourn

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CHAMPAIGN COUNTY BOARD COMMITTEE OF THE WHOLE MINUTES

10 **Justice & Social Services/Finance/Policy, Personnel, & Appointments**

11 **Tuesday, October 11, 2011**

12 **Lyle Shields Meeting Room, Brookens Administrative Center**

13 **1776 E. Washington St., Urbana, Illinois**

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19 **MEMBERS PRESENT:** Christopher Alix, Jan Anderson, Astrid Berkson, Thomas Betz, Lloyd Carter, Lorraine Cowart, Aaron Esry, Stephanie Holderfield, Stan James, Ralph Langenheim, Gary Maxwell, Brendan McGinty, Diane Michaels, Alan Nudo, Patsi Petrie, James Quisenberry, Michael Richards, Giraldo Rosales, C. Pius Weibel

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23

24 **MEMBERS ABSENT:** Carol Ammons, Ron Bensyl, John Jay, Brad Jones, Alan Kurtz, Steve Moser, Steve O'Connor, Jonathan Schroeder

25
26
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29

30 **OTHERS PRESENT:** Deb Busey (County Administrator), Tony Fabri (Auditor), Roger Holland (Court Administrator), Gordy Hulten (County Clerk), Andy Rhodes (IT Director), Kay Rhodes (Administrative Assistant), Dan Welch (Treasurer)

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33

CALL TO ORDER

34 Weibel called the meeting to order at 6:03 p.m.

35
36

ROLL CALL

37
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42

43 Rhodes called the roll. Alix, Anderson, Berkson, Carter, Cowart, Esry, Holderfield, James, Maxwell, McGinty, Michaels, Petrie, Quisenberry, Richards, Rosales, and Weibel were present at the time of roll call, establishing the presence of a quorum.

43
44
45
46

47 Weibel said he was notified by Ammons, Kurtz, Bensyl, and Jones they could not attend the meeting.

47
48
49

APPROVAL OF MINUTES

MOTION by Rosales to approve the Committee of the Whole minutes of September 13, 2011 and County Administrator Evaluation Committee minutes of September 14, 2011; seconded by Esry. **Motion carried with unanimous support.**

MOTION by Holderfield to approve the County Administrator Evaluation Committee Closed Session minutes of September 14, 2011; seconded by James. **Motion carried with unanimous support.**

50 **APPROVAL OF AGENDA/ADDENDA**

51
52 **MOTION** by James to approve the agenda and addendum; seconded by Richards. **Motion**
53 **carried with unanimous support.**

54
55 **PUBLIC PARTICIPATION**

56
57 There was no public participation.

58
59 **COMMUNICATIONS**

60
61 Weibel explained it was time for the semi-annual review of closed session minutes and
62 asked Board members to review them.

63
64 **JUSTICE & SOCIAL SERVICES**

65 **Head Start Presentation 2010 Report**

66
67 Kathleen Liffick, Head Start/Early Head Start Director presented the 2010 Annual Report
68 and explained the report was also available on the RPC website. Liffick explained the Head
69 Start/Early Head Start program is funded by a federal grant. The funding does not come from the
70 State.

71
72 Langenheim entered at 6:12 p.m.

73
74 The budget last year was \$5.1 million. This is made up of the Head Start and Early Head
75 Start grants. They also received \$600,000 from the Illinois State Board of Education because they
76 submitted a grant. This allowed them to have a second teacher in all classrooms who was certified
77 in early childhood education. Reimbursement also comes from the Childcare Food program. Head
78 Start employs 123 staff. The majority of their budget is spent on personnel costs.

79
80 Betz entered at 6:13 p.m.

81
82 Last year, the program served 781 children, which included replacement enrollments. The
83 funded enrollment was 584 children. Liffick stated the program offers full-day/10-hours,part-
84 day/3.5 hours, or school-day/6 hours classrooms. Liffick said the program offers home based
85 services as well. The staff also collaborates with childcare centers, childcare homes, and schools.
86 Liffick stated Early Head Start is available to assist pregnant mothers as well. Ninety percent of the
87 enrollment must have income at poverty level or below. Head Start services are free however; there
88 is a fee for full day childcare. Ninety-five percent of families seeking full day services qualify for
89 assistance and pay for childcare on a sliding scale based on their income. Ten percent of the
90 enrollment must have a disability. The Mental Health Board also provides a small grant enabling
91 Head Start to provide mental health support services to children and their families.

92
93 Liffick stated enrollment in Head Start is not first come, first served. They are required to
94 serve the families with the greatest need, so they are enrolled in the program first. The goal of the
95 program is to ensure all children are ready, both academically and physically for kindergarten.

97 Liffick pointed out a federal monitoring review in September 2010, in which a single non-
98 compliance was identified. The non-compliance was a technicality on calculation methods. Staff
99 received technical assistance and resubmitted the report.

100
101 The Office of Head Start performed a 4-day assessment and found no non – compliance in
102 service delivery or systems under program design and management. The Smile Healthy program
103 and the partnership with Women in Transition were identified as two significant strengths of the
104 Head Start program.

105
106 Petrie asked how the federal government decides the amount of funding the County receives
107 and if it were comparable to that of other counties. Liffick explained the funding is in a competitive
108 range for the dollars per child. They receive \$9,000 per child for Head Start and \$16,000 per child
109 for Early Head Start per year. Head Start cannot ask for a certain amount of money, it is divvied up
110 throughout the country.

111
112 Monthly Reports

113
114 **OMNIBUS MOTION** by Betz to receive and place on file the Animal Control August
115 2011; Emergency Management Agency September 2011; Head Start September 2011; and
116 Probation & Court Services August 2011 reports; seconded by Berkson. **Motion carried with**
117 **unanimous support.**

118
119 Juvenile Detention Center

120 Champaign County Juvenile Detention Center 2011 Inspection Report

121
122 Richards explained the non-compliance mentioned in the report is related to an on-going
123 dispute that the County and the courts have with the Illinois Department of Juvenile Justice.
124 **MOTION** by James to receive and place on file the 2011 Juvenile Detention Center Inspection
125 report; seconded by Rosales. Esry asked if any Board action were required on this item. Richards
126 explained there was not. He said the courts would not stop sending neglected minors through the
127 system because they do not agree with the opinion of the Illinois Department of Juvenile Justice.
128 **Motion carried with unanimous support.**

129
130 Other Business

131 Offer of RRC Services to Champaign County from
132 Prairie Center Health Systems, Inc.

133
134 **MOTION** by Weibel to approve the County Board expression of support for the offer of
135 Residential Re-entry Services by Prairie Center Health Systems; seconded by Quisenberry.

136
137 Bruce Suardini, Chief Executive Officer for Prairie Center Health Systems, said every five
138 years they are required to submit an application to the Bureau of Prisons for a halfway house. The
139 Prairie Center has operated the halfway house for approximately twenty years. The grant comes
140 from the Bureau of Prisons and is about \$450,000. Suardini stated they average about 15 inmates
141 who stay at the Hill Street facility in Champaign.

142
143 Marlys Buelow, Clinical Director for Prairie Center Health Systems explained they were
144 applying for a 5-year RFP to the Federal Bureau of Prisons. The purpose of the re-entry center is to

145 assist inmates returning to the community by providing a place to stay, finding a job, and if needed
146 referring them to mental health services or substance abuse treatment services. They are a small use
147 facility, which means there are generally 12-15 inmates staying at the facility. Staff meets with a
148 Community Review Board on a quarterly basis. The Review Board includes the City of Champaign
149 Assistant Chief of Police, John Murphy, a mental health representative, and other interested
150 members of the community.

151
152 Buelow explained inmates stay around 3-6 months and there is a ninety-five percent success
153 rate with little recidivism. Buelow stated public safety is the highest priority. Inmate accountability
154 is a requirement so staff knows where the inmates are at all times. Betz asked if other proposals
155 would be submitted. Buelow said they did not know if other entities would submit a grant
156 application. They may have an advantage because they just renewed a three-year contract with the
157 United States Probation Office and a renewed contract for drug and treatment with the Bureau of
158 Prisons.

159
160 Betz asked if these were local inmates. Buelow affirmed the offenders come out of
161 Champaign, Ford, Iroquois, Vermilion, and McLean counties. Betz was concerned about supporting
162 this entity without knowing if others would also submit a grant application. Suardini said it is a
163 competitive grant and the County Board was not obliged to take a position one way or the other. He
164 explained they are required to inform the County about the proposal. Petrie asked for clarification as
165 to whether the Board could support another entity as well if it came forward. Richards and Weibel
166 affirmed they could support another service provider as well. **Motion carried with unanimous
167 support.**

168
169 Chair's Report

170
171 The Chair had no report.

172
173 Designation of Items to be Placed on County Board Consent Agenda

174
175 There were no items designated for the Consent Agenda.

176
177 **FINANCE**

178 Treasurer

179
180 Welch explained in 2008 all three mobile homes were not purchased at the tax sale. The
181 Trustee in the name of the County took possession and waited for 2^{1/2} years for someone to redeem
182 them. This did not occur so consequently the County has the ability to deed them over to a bidder.

183
184 **OMNIBUS MOTION** by Cowart for approval of resolutions authorizing the County Board
185 Chair to assign mobile home Tax Sale Certificates of Purchase for, Permanent Parcel No. 30-059-
186 0002, Parcel No. 14-019-0100, and Parcel No. 20-032-0243; seconded by Rosales. **Motion
187 carried with unanimous support.**

188
189 **MOTION** by James to receive and place on file the September 2011 Treasurer's monthly
190 report; seconded by Betz. **Motion carried with unanimous support.**

193 Budget Amendments & Transfers

194 Budget Amendment #11-00050

195
196 **MOTION** by James to recommend approval to County Board of Budget Amendment 11-
197 00050 for Fund/Dept: 076 Tort Immunity Tax Fund-075 General County for increased
198 appropriations of \$120,000 for Workers' Compensation Insurance with no increased revenue: from
199 fund balance; seconded by Anderson. Richards asked if the increased appropriation to Workers'
200 Compensation meant there was a larger amount in claims to pay than originally anticipated. Busey
201 explained the increase to the work comp rate was not received for this fiscal year until well into the
202 first quarter. The rate increased 19% and at that time, it was decided to wait until the end of the
203 fiscal year to have a better idea of the amount they actually needed. **Motion carried with**
204 **unanimous support.**

205
206 Budget Amendment #11-00051

207
208 **MOTION** by Holderfield to recommend approval to County Board of Budget Amendment
209 11-00051 for Fund/Dept: 080 General Corporate-023 Recorder for increased appropriations of
210 \$54,000 for Rental Housing Fee Remittance with increased revenue of \$60,000 from Rental
211 Housing Support Fee; seconded by Richards. **Motion carried with unanimous support.**

212
213 Budget Amendment #11-00052 & Budget Amendment #11-00053

214
215 **OMNIBUS MOTION** by Maxwell to recommend approval to County Board of **Budget**
216 **Amendment 11-00052** for Fund/Dept: 080 General Corporate-020 Auditor for increased
217 appropriations of \$3,900 for State-Paid Salary Stipend with increased revenue of \$3,900 from
218 State Revenue-Salary Stipends; and **Budget Amendment 11-00053** for Fund/Dept: 080 General
219 Corporate-042 Coroner for increased appropriations of \$3,900 for State-Paid Salary Stipend with
220 increased revenue of \$3,900 from State Revenue-Salary Stipends; seconded by Betz. **Motion**
221 **carried with unanimous support.**

222
223 Budget Amendment #11-00054

224
225 **MOTION** by Anderson to recommend approval to County Board of Budget Amendment
226 11-00054 for Fund/Dept: 091 Animal Control-047 Animal Control Admn for increased
227 appropriations of \$500 for Medical Supplies with increased revenue of \$500 from Gifts and
228 Donations; seconded by Esry. **Motion carried with unanimous support.**

229
230 Budget Amendment #11-00055

231
232 **MOTION** by Carter to recommend approval to County Board of Budget Amendment 11-
233 00055 for Fund/Dept: 080 General Corporate-023 Recorder for increased appropriations of \$1,000
234 for Overtime with increased revenue of \$1,000 from Recorder Automation Fund 614; seconded by
235 James. James asked if the overtime was due to a particular event. Busey explained the Recorder's
236 office performed a complete upgrade to their software resulting in the overtime. **Motion carried**
237 **with unanimous support.**

238
239
240

241 Budget Amendment #11-00056

242

243 **MOTION** by Michaels to recommend approval to County Board of Budget Amendment 11-
244 00056 for Fund/Dept: 080 General Corporate-022 County Clerk for increased appropriations of
245 \$9,075 for County Clerk Automation Fund 670 with increased revenue of \$9,462 from State
246 Reimbursement; seconded by Maxwell. **Motion carried with unanimous support.**

247

248 Labor Sub-Committee

249 Agreement for Joint Labor/Management Health

250 Insurance Committee – County of Champaign, Illinois

251

252 **MOTION** by Holderfield to recommend approval of Agreement for Joint
253 Labor/Management Health Insurance Committee; seconded by Maxwell. **Motion carried with**
254 **unanimous support.**

255

256 County Administrator

257 General Corporate Fund FY2011 Budget Projection Report

258

259 Busey said there were no substantial changes to the projection report. Revenues are still
260 above what was projected at 101%, coming in at \$ 241,183 over budget. Busey stated sales tax
261 continues to perform better than last year. She said General Corporate Fund departments continue to
262 do a good job managing personnel costs because in all areas departments will under spend by at
263 least 2% or \$626,550. The projection for the end of FY2011 is 11.85% Fund Balance and once the
264 loan to the Nursing Home has been subtracted, it places it at 10.8% Fund Balance.

265

266 General Corporate Fund Budget Change Report

267

268 Busey pointed out the FY2011 Budget Change Report looks much different from those in
269 past years, which were at least two pages long. This is an indication of how well departments are
270 managing their budgets and reflects that the County Board is not approving unnecessary budget
271 amendments.

272

273 **MOTION** by James to accept and place on file the General Corporate Fund FY2011 Budget
274 Projection Report and the General Corporate Fund Budget change Report; seconded by Rosales.
275 **Motion carried with unanimous support.**

276

277 Recommendation for FY2012 Budget Appropriation

278

279 Busey explained the Circuit Court had presented a request for replacement of the Court
280 sound system in FY2012 because the current system is failing in many courtrooms. In addition to
281 this, the video arraignment system has begun to fail over the past 3 months and needs replacement.
282 Busey explained none of the General Corporate Fund new requests had been included in the
283 FY2012 Budget because the budget did not allow for any more expenditure. Busey said the Courts
284 Construction Fund has \$1 million left in it. It was anticipated that these funds would be used to pre-
285 pay bonds or offset bond payments made by Public Safety Sales Tax. A portion of these funds in the
286 amount of \$300,000 was from bond proceeds, which were for original project expenses, and
287 \$700,000 was donated funds for the Clock and Bell Tower project from the citizens committee,
288 which raised \$1.1 million. These funds need to be reserved for pre-payment of bonds and/or

289 offsetting the burden on Public Safety. Busey recommended including \$100,000 in appropriation
290 from the Courts Construction Fund to replace the courthouse sound system and the video
291 arraignment system in FY2012.

292
293 **MOTION** by Betz to approve the recommendation to appropriate funds in the Courts
294 Construction FY2012 Budget for the replacement of the Courthouse Sound System, and Video
295 Arraignment System at an estimated cost of \$100,000; seconded by Cowart.

296
297 Betz said he was very familiar with the video arraignment system and most of the time it
298 works, but it is definitely outmoded. He was surprised the system lasted as long as it had. Betz
299 hoped the new system has a longer life expectancy and adaptability. Betz illustrated how an
300 equipment failure could affect the County. He gave the example of a trial in which a recording
301 system stops working and no one becomes aware of it. This would make the record incomplete and
302 it could be the basis of an appeal or a new trial.

303
304 James wanted to make sure the system has been thoroughly checked out even if they go out
305 for bids on a new system. Holderfield wanted to make sure a maintenance agreement was included
306 in the project to extend the life of the system. Alix supported the system replacement because he felt
307 the installation had limited contractor oversight and as a result, it was installed poorly and had very
308 little documentation. Quisenberry agreed the system needed to be replaced because the technology
309 is now 10 to 15 years old. Quisenberry encouraged the Board to not only purchase current
310 technology but also purchase a system that would adapt to future needs.

311
312 Petrie asked what would happen with the other \$200,000 after the \$100,000 expenditure.
313 Busey explained the money is dedicated to the court system and projects related to the court facility.
314 Quisenberry hoped the Board would look at the estimated cost of the project because he was
315 skeptical the project could be completed with \$100,000. **Motion carried with unanimous support.**

316
317 FY2012 Budget Presentation

318
319 Busey stated the entire County budget is \$110,999,158 in revenue and \$113,312,685 in
320 expenditures. The General Corporate Fund budget is \$31,551,692 in projected revenue and
321 \$31,660,183 in budgeted expenditure. The National Association of Business Economists
322 downgraded its forecast for national growth to 1.7% in 2011 with anticipated growth of 2.3% in
323 2012. Busey cautioned there was continuing uncertainty with the State budget, which places at risk
324 some of the State shared revenues received by the County. One of those revenues is the Personal
325 Property Replacement Tax because legislators are considering the use of the local share of this tax
326 to fund items normally paid for by the State share.

327
328 Busey explained the County would receive more income tax revenue from the State this
329 year because the County will receive a complete year of revenue. She said the County received 10
330 months of income tax revenue in each of the last two years. However, the County is receiving less
331 monthly revenue than last year. Busey stated property values continue to maintain with a projected
332 growth of 1% in 2011, which will affect 2012 revenues.

333
334 Busey named four areas of concern in the FY2012 budget, the Tort Immunity Fund, Capital
335 Replacement Fund, Information Technology, and the Nursing Home. Busey explained the Tort
336 Immunity Fund is used to pay the General Corporate share of worker's compensation claims and

337 insurance, as well as property liability claims and insurance. She said the collection of Tort
338 Immunity revenue is through a property tax, which is subject to tax caps. Busey said because of
339 this, the growth in the revenue has not kept pace with the increases in expenditure. Since 2008, the
340 fund balance continues to drop. Busey explained the County has managed this shortfall to date
341 because the Self-funded Insurance Fund is healthy, so the County is still at goal because the balance
342 in Self-funded Insurance offsets the balance in Tort Immunity. Busey advised while the County has
343 managed to this point, a solution needs to be determined at some point.
344

345 Busey explained the purpose of the Capital Asset Replacement Fund is to set aside reserve
346 funds for replacement of technology, vehicles, and other capital project needs. Busey said funds
347 have not been set aside for this purpose since 2008. The fund reserves have been used each year to
348 replace only what is necessary in that budget year. Busey warned FY2013 would be the first year
349 when there will no longer be any reserve funds available for capital replacement needs.
350

351 Busey stated the County has two major business programs that need new technology, a real
352 estate tax cycle program and the accounting system program. These programs were written in-house
353 over 30 years ago using RPG programming language and are hosted on the AS400. She said these
354 programs still work very well. However, the outside auditor noted there is only one in-house
355 programmer that can maintain these programs. An attempt was made to hire another programmer
356 with this skill-set and was unsuccessful. RPG programming is not taught anymore and there is a
357 diminishing population of programmers with this skill-set. The County will need to replace these
358 systems with-in the next 5-10 years.

359 Busey stated the last area of concern is the Nursing Home because there will be a 17%
360 decrease in the Medicare rate in FY2012. In August, nursing homes across the State were told there
361 would be up to a 120-day delay in Medicaid reimbursements. The County Nursing Home is already
362 low on funds. Busey said by the end of the 3rd quarter the Nursing Home will pass the \$2-million
363 dollar mark in accounts payable that is outstanding. Busey explained when the Nursing Home is
364 listed on the Auditor's report as paying items out of the wrong fiscal year this is partly because they
365 do not have the funds available to them because the State is behind on reimbursements.
366

367 Busey said earlier in the FY2012 budget process General Corporate Fund departments were
368 encouraged to document long-term operational needs, which would require additional funding.
369 Busey said the funding to replace of the Circuit Court Sound System was found elsewhere. The
370 requests total over \$1.1 million, but over half of this amount is from one item and that is for the
371 Brookens generator. It was decided at the September Committee of the Whole meeting that the
372 FY2012 budget could not absorb any additional on-going expenditures. It was agreed after the end
373 of the first quarter in 2012 the Board would re-visit the department requests for additional funding
374 and see if there were any one-time revenues available to be used for one-time expenditures.
375

376 **MOTION** by Weibel to receive and place on file the FY2012 Budget; seconded by Rosales.
377 **Motion carried with unanimous support.**
378

379
380
381

382 Auditor
383 Monthly Report

384
385 **MOTION** by James to receive the Auditor's September 2011 report and place on file;
386 seconded by Cowart. **Motion carried with unanimous support.**

387
388 Other Business

389 Request Approval of Illinois State Board of Elections Grant Acceptance Agreement

390
391 **MOTION** by Holderfield to recommend approval to County Board of the Illinois State
392 Board of Elections Grant for Voting Access for Individuals with Disabilities – VAID IV
393 Acceptance Agreement; seconded by Quisenberry. **Motion carried with unanimous support.**

394
395 Chair's Report

396
397 There was no Chair's report.

398
399 Designation of Items to be Placed on County Board Consent Agenda

400
401 All Items under A, B, C, & F designated for Consent Agenda.

402
403 **POLICY, PERSONNEL, & APPOINTMENTS**

404 Appointments/Reappointments

405
406 Willow Branch Drainage District

407
408 **MOTION** by Weibel to withdraw his appointment nomination of Robert McMahon and
409 appoint Jed Gerdes to the Willow Branch Drainage District, Term 9/1/2011 to 8/31/2014; seconded
410 by Anderson. Petrie asked Weibel if there were a deadline for approval. Weibel said there was not
411 but the drainage district is very small consisting of about 6-8 people who live in the district. Rosales
412 asked if Gerdes had a conflict of interest. Weibel said Gerdes had stated the district owed him
413 approximately \$2,000. Nudo felt they should try Gerdes, but he was concerned about how he
414 answered question number two on the application. Anderson said Mr. McMahon did not own
415 property in the district and that he was a tenant farmer. Anderson would vote for Gerdes. James
416 agreed with Anderson. Betz said he could not support the nomination because the dispute between
417 the drainage district and Gerdes had not been resolved. **Motion carried.**

418
419 Appointment of County Board Members to EMA Director Selection Committee

420
421 **MOTION** by Weibel to appoint County Board members John Jay, Republican County
422 Board member and Michael Richards, Democratic County Board member to the Emergency
423 Management Agency Director Selection Committee; seconded by McGinty. **Motion carried with**
424 **unanimous support.**

425
426
427
428
429

430 **County Administrator**
431 2011 Employee Recognition

432
433 Busey reminded everyone that the 2011 Annual Employee Recognition Event will take
434 place at the Urbana Civic Center, on Monday, October 31, 2011, 11:30 a.m. to 1:30 p.m. and a final
435 sign-up sheet for Board members will be available at the October 20 County Board meeting to let
436 organizers know if they are attending.

437
438 **County Clerk**
439 Monthly Fees Report

440
441 **MOTION** by Betz to receive and place on file the September 2011 Report; seconded by
442 Esry. **Motion carried with unanimous support.**

443
444 **Other Business**
445 Procedural Recommendation for Review of Closed Session Minutes

446
447 Weibel reviewed the list of proposed guidelines for review of Closed Session minutes on the
448 handout. Weibel said he would like to take action on the procedures next month. Betz had two
449 major concerns in terms of personnel matters and labor negotiations. Betz stated members of the
450 Labor Negotiation Committee who represent management, should be able to talk freely and openly.
451 Betz said even if these minutes were opened up five or ten years later, he believed they would still
452 be of interest to the labor negotiators because they could reveal management strategies for
453 negotiations. Betz said he did not favor ever opening these minutes. Betz said Closed Session
454 minutes regarding personnel matters such as a negotiation for termination could involve strategic
455 issues that others may look to for their own situation with the County. Betz wanted to see a solid
456 legal reason to open these closed session minutes instead of basing it on the number of years.

457
458 Langenheim objected to the terms "never" and "forever" because one never knows what
459 could be of interest to historians. Weibel asked if a period of 100 years would suffice. Langenheim
460 agreed as long as an actual period for disclosure was used. Petrie disagreed with Betz because she
461 did not believe strategies used in the year 2000 would be the same strategies used today. Petrie also
462 felt that minutes regarding personnel matters should be opened at some point because it would not
463 be helpful to the next employer. Richards agreed with Petrie stating he hoped the elected time-
464 period for opening closed session minutes was shorter and not longer.

465
466 Nudo stated employers are very limited as to what can be disclosed to other employers. The
467 County must be very careful about disclosure of personnel matters.

468
469 Annual Trick-or-Treat Hours

470
471 The hours are Monday, October 31, 2011, from 6:00 p.m. to 8:00 p.m.

472
473 **Chair's Report**

474
475 There was no Chair's report.

476
477

478 **Designation of Items to be Placed on County Board Consent Agenda**

479

480

Item IX-A2 was designated for the Consent Agenda.

481

482 **Semi Annual Review of Closed Session Minutes**

483

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485

486

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489

MOTION by James to open the closed session minutes under Finance of May 21, 2003; May 8, 1991; November 16, 1992; and Policy of May 4, 1993; June 24, 1993; January 13, 2000; June 12, 2000; August 21, 2000; and Justice of November 17, 1993; December 5, 1990; May 1, 1991; November 17, 1992 and leave all other minutes closed; seconded by Anderson. Betz said he needed to abstain from November 17, 1992 because he was involved in the litigation. **Motion carried.**

490

491

ADJOURN

492

493

The meeting adjourned at 7:49 p.m.

494

495

496

Respectfully submitted,

497

498

499

Kay Rhodes

500

Administrative Assistant

501

502

Please note the minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.

503

CHAMPAIGN COUNTY BOARD
County Administrator Salary Negotiation Committee
Minutes

Thursday, October 17, 2011 – 4:30pm
Brookens Admin. Center, Meeting Rm. 3
1776 E. Washington St., Urbana, IL

MEMBERS PRESENT: Weibel, Betz, Nudo

MEMBERS ABSENT: None

OTHERS PRESENT: Deb Busey (County Administrator), Ranae Wolken
(Recording Secretary)

Call to Order

Chair Weibel called the meeting to order at 4:35pm

Approval of Agenda

Motion by Betz to approve the agenda for the meeting; seconded by Nudo.
Motion carried.

Closed Session

Motion by Nudo to go into closed session at 4:36pm pursuant to 5 ILCS 120/2(c)1 to consider the employment, compensation, discipline, performance or dismissal of an employee; seconded by Betz. **Motion carried unanimously.**

Meeting reopened at 5:17pm.

Adjournment

Chair Weibel declared the meeting adjourned at 5:18pm

Respectfully submitted,

Ranae Wolken
Recording Secretary