



**CHAMPAIGN COUNTY BOARD**  
**COMMITTEE OF THE WHOLE –Finance/Policy/Justice Agenda**  
*County of Champaign, Urbana, Illinois*  
*Tuesday, December 13, 2011 – 6:00 p.m.*

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*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 – November 8, 2011 1-9
- IV. Approval of Agenda/Addenda**
- V. Public Participation**
- VI. Communications**
- VII. Finance:**
- A. Budget Amendments & Transfers 10
1. Budget Amendment 11-00058 10  
Fund/Dept: 080 General Corporate-042 Coroner  
Increased Appropriations: \$312  
Increased Revenue: \$312  
Reason: Reimbursed Monies by Family for Indigent Cremation
2. Budget Amendment 11-00060 11  
Fund/Dept: 092 Law Library-074 Law Library  
Increased Appropriations: \$2,616  
Increased Revenue: None: from fund balance  
Reason: Additional Funds Needed to Cover Increased Photocopying Costs and Expenditures from Books Line Item
3. Budget Amendment 11-00061 12  
Fund/Dept: 080 General Corporate-020 Auditor  
Increased Appropriations: \$5,500  
Increased Revenue: None: from Fund Balance  
Reason: Reorganization of EMA Dept Resulted in EMA's Administrative Aide Being Placed in the Auditor's Office to Fill an Open Position. This Employee's Salary was Significantly Higher than what was Paid to the Employee She Replaced, Causing a Shortage in the Salaries Budget.
4. Budget Amendment 11-00062 13  
Fund/Dept: 621 States Attorney Drug Forfeitures-041 States Attorney  
Increased Appropriations: \$38,100  
Increased Revenue: \$28,000

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Reason: Increase in Evidence Forfeitures Revenue has Resulted in Increased Fund Balance Which Will be Paid to the General Corporate Fund to Support Attorneys Assigned to Drug Related Prosecutions

5. Budget Amendment 11-00064 **14**  
Fund/Dept: 080 General Corporate-043 Emergency Management Agency  
Increased Appropriations: \$12,413  
Increased Revenue: None: from Fund Balance  
Reason: Amount Needed to Pay Out Benefits to Retiring Employee
  6. Budget Transfer 11-00018 **15**  
Fund/Dept: 092 Law Library-074 Law Library  
Total Amount of Transfer: \$121  
Reason: Transfer to IMRF to Cover Additional Personnel Expenses
  7. Budget Transfer 11-00019 **16**  
Fund/Dept: 080 General Corporate-031 Circuit Court  
Total Amount of Transfer: \$15,000  
Reason: Transferring of Funds to Cover Shortfall in 2011 Budget Due to Installation of New Assisted Listening Devices for Courtrooms
  8. Budget Transfer 11-00020 **17**  
Fund/Dept: 614 Recorder's Automation Fund-023 Recorder  
Total Amount of Transfer: \$378  
Reason: To Cover Shortage Due to Increased Personnel Expenses
  9. Budget Transfer 12-00001 **18-21**  
Fund/Dept: 080 General Corporate-036 Public Defender  
Total Amount of Transfer: \$29,700  
Reason: Contract with Private Attorney to Cover George Vargas' Caseload While on Military Duty. (\$3,300 Monthly Dec-Aug)
  10. Budget Amendment 12-00001 **22-25**  
Fund/Dept: 106 Public Safety Sales Tax Fund-013 Debt Service  
Increased Appropriations: \$230,000  
Increased Revenue: None: from Fund Balance  
Reason: To Correct FY2012 Budget Data Entry Error Which Did Not Include Principal Payment for 2007A Bond Payment
  11. Budget Amendment 12-00002 **26**  
Fund/Dept: 685 Drug Courts Program-053 Mental Health Board  
Increased Appropriations: \$100,000  
Increased Revenue: \$100,000  
Reason: Amendment to Allow for the Receipt and Expenditure of Funds Associated with Just Drug Courts Program
- B. Sheriff**
1. Request Approval of First Extension of Contract to Provide Special Police Services for the Village of Savoy **27**

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2. Request Approval of Amendment to Aramark Agreement for Inmate Food Services	28
<b>C. <u>State’s Attorney</u></b>	
1. Request Authorization to Designate the Office of the State’s Attorneys Appellate Prosecutor as Agent	29-31
2. Request Approval of Litigation Assistance Agreement	32-34
3. Request Approval of Renewal of Victim Advocacy Grant for FY2012	35-64
<b>D. <u>Facilities Director</u></b>	
1. Request Approval of Waiver to Hiring Freeze for Maintenance Worker Position	65
<b>E. <u>County Administrator</u></b>	
1. General Corporate Fund FY2011 Budget Projection Report ( <i>to be distributed</i> )	
2. General Corporate Fund Budget Change Report ( <i>to be distributed</i> )	
3. Harris & Harris Monthly Report ( <i>to be distributed</i> )	
<b>F. <u>Auditor</u></b>	
1. Monthly Report – November 2011	66-73
<b>G. <u>Treasurer</u></b>	
1. Monthly Report – November 2011 - Reports are available on the Treasurer’s webpage at <a href="http://www.co.champaign.il.us/TREAS/reports.htm">http://www.co.champaign.il.us/TREAS/reports.htm</a>	
<b>H. <u>Other Business</u></b>	
1. Request Approval of an Intergovernmental Agreement Regarding the Clinton Landfill Permit	74-104
<b>I. <u>Chair’s Report</u></b>	
<b>J. <u>Designation of Items to be Placed on County Board Consent Agenda</u></b>	

**VIII. Policy, Personnel, & Appointments:**

<b>A. <u>Appointments/Reappointments</u></b>	
1. Champaign Southwest MTD – 1 Vacancy	105-108
Term 1/1/2012 – 12/31/2016	
Applicants:	
• Ann Parkhill Suchoff	
• John Dempsey	
2. Champaign County Supervisor of Assessments	109
Term 12/1/2011 – 11/30/2015	
Applicant:	
• Stan Jenkins	

<p>3. Champaign County Mental Health Board – 2 Vacancies                  Term 1/1/2012-12/31/2015                  Applicants:  <ul style="list-style-type: none"> <li>• Deloris Henry</li> <li>• Aillin Dannave</li> <li>• Ann C. Russel</li> <li>• Jamie L. Mullins</li> </ul> </p>	<p><b>110-117</b></p>
<p>4. Two-Mile Slough Drainage District- Letter of Resignation from Linden Warfel</p>	<p><b>118</b></p>
<p>5. Two-Mile Slough Drainage District – 1 Vacancy                  Unexpired Term Ending 8/3/2013                  Applicant:  <ul style="list-style-type: none"> <li>• Mark D. Bialeschki</li> </ul> </p>	<p><b>119</b></p>
<p>6. Willow Branch Drainage District – 1 Vacancy                  Unexpired Term Ending 8/31/2014                  Applicant:  <ul style="list-style-type: none"> <li>• Steven Maddock</li> </ul> </p>	<p><b>120</b></p>
<p>7. Rural Transportation Advisory Group – 3 Vacancies                  Term 12/1/2011 – 11/30/2013                  Applicants:  <ul style="list-style-type: none"> <li>• Minor Jackson</li> <li>• Chris Bruns</li> <li>• Elaine F. Palencia</li> </ul> </p>	<p><b>121-126</b></p>
<p><b>B. <u>County Administrator</u></b></p>	
<p>1. Vacant Positions Listing (<i>Provided for Information Only</i>)</p>	<p><b>127</b></p>
<p>2. Recommendation for Revisions to the Personnel Policy</p>	<p><b>128-134</b></p>
<p>3. Workforce Profile – EEO (<i>Provided for Information Only</i>)</p>	<p><b>135-149</b></p>
<p><b>C. <u>County Clerk</u></b></p>	
<p>1. Monthly Fees Report – November 2011</p>	<p><b>150</b></p>
<p>2. Semi-Annual Report – November 2011</p>	<p><b>151</b></p>
<p>3. Request Approval of Resolution to Establish Places of Election</p>	<p><b>152-171</b></p>
<p><b>D. <u>Other Business</u></b></p>	
<p>1. Request Approval of Resolution Honoring Retired Zoning Board of Appeals Member                  Melvin Schroeder</p>	<p><b>172</b></p>
<p>2. Request Approval of Resolution Authorizing the Submission of a Public Question to                  Adopt an “Opt-Out” Program for the Supply of Electricity to Residential &amp; Small                  Commercial Retail Customers</p>	<p><b>173-177</b></p>
<p><b>E. <u>Chair’s Report</u></b></p>	
<p>1. Discussion Regarding County Board Committee Structure</p>	<p><b>178-179</b></p>
<p><b>F. <u>Designation of Items to be Placed on County Board Consent Agenda</u></b></p>	

**IX. Justice & Social Services**

A. Monthly Reports – All reports are available on each department’s webpage through the department reports page at: <http://www.co.champaign.il.us/COUNTYBD/deptrpts.htm>

1. Animal Control – [October 2011](#)
2. Emergency Management Agency – [November 2011](#)
3. Head Start – [November 2011](#)
4. Public Defender – [June 2011](#), [July 2011](#), [August 2011](#), [September 2011](#), and [October 2011](#)
5. Probation & Court Services – [October 2011](#) and [3<sup>rd</sup> Quarter Juvenile Supervision](#)

B. Probation & Court Services

1. Request Approval of Application & if Awarded, Acceptance of Grant from the Illinois Criminal Justice Authority

180-183

C. Other Business

D. Chair’s Report

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

**X. Other Business**

**XI. Adjourn**

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# CHAMPAIGN COUNTY BOARD COMMITTEE OF THE WHOLE MINUTES

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

11 **Tuesday, November 8, 2011**

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

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

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**MEMBERS PRESENT:** Christopher Alix, Jan Anderson, Ron Bensyl, Astrid Berkson, Thomas Betz, Lloyd Carter, Lorraine Cowart, Aaron Esry, Stephanie Holderfield, Stan James, John Jay, Brad Jones, Ralph Langenheim, Gary Maxwell, Brendan McGinty, Diane Michaels, Steve Moser, Alan Nudo, Steve O'Connor, Pattsy Petrie, James Quisenberry, Michael Richards, Giraldo Rosales, Jonathan Schroeder, C. Pius Weibel

23  
24

**MEMBERS ABSENT:** Carol Ammons, Alan Kurtz

25  
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**OTHERS PRESENT:** Deb Busey (County Administrator), Tony Fabri (Auditor), Andy Rhodes (IT Director), Kay Rhodes (Administrative Assistant), Dan Welch (Treasurer), Wayne Williams (Board of Review)

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**CALL TO ORDER**

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Weibel called the meeting to order at 6:05 p.m.

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**ROLL CALL**

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45

Rhodes called the roll. Alix, Anderson, Bensyl, Berkson, Betz, Carter, Cowart, Esry, Holderfield, James, Jay, Jones, Langenheim, Maxwell, McGinty, Michaels, Moser, Petrie, Quisenberry, Richards, Rosales, Schroeder, and Weibel were present at the time of roll call, establishing the presence of a quorum. Weibel said Ammons and Kurtz had notified him they would not be present at the meeting.

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49

**APPROVAL OF MINUTES**

**MOTION** by Jay to approve the October 11, 2011 Committee of the Whole minutes and the October 17, 2011 County Administrator Salary Negotiation Committee minutes; seconded by Rosales.  
**Motion carried with unanimous support.**

**APPROVAL OF AGENDA/ADDENDA**

**MOTION** by James to approve the agenda and addenda as amended; seconded by Carter. Weibel stated items IX-E1 and D4 would be removed from the agenda because the speakers for these items could not attend the meeting. **Motion carried with unanimous support.**

50 **PUBLIC PARTICIPATION**

51  
52 Steve Burgess spoke in favor of a County Board resolution to support the naming of the Federal  
53 Courthouse in Urbana in honor of James R. Burgess, Jr. Clinton Popetz and Charles Leach, also supported  
54 this resolution.  
55

56 **COMMUNICATIONS**

57  
58 Weibel stated the Martin Luther King Jr. Award nominations were due on November 10, 2011.  
59

60 **JUSTICE & SOCIAL SERVICES**

61  
62 Monthly Reports

63  
64 **OMNIBUS MOTION** by Cowart to receive and place on file the Animal Control – September  
65 2011, Emergency Management Agency – October 2011, Head Start – October 2011, and Probation &  
66 Court Services – September 2011 reports; seconded by Carter. **Motion carried with unanimous support.**  
67

68 Other Business

69  
70 There was no other business.  
71

72 Chair's Report

73  
74 Richards provided an update on the recent activities of the Citizens Advisory Commission for Jury  
75 Selection. Richards said Judge Difanis and Aaron Ammons would attend a League of Women Voters  
76 Luncheon at the Urbana City Building to provide an update on the progress of the Commission.  
77

78 Richards said the Commission pushed for Representative Jakobsson and Senator Frerichs to  
79 sponsor HB-2066, which will add the names of unemployment applicants to the jury pool, resulting in a  
80 wider base for jury selection. WBCP will host a program once a month creating a forum for discussion of  
81 the jury selection process and issues.  
82

83 Designation of Items to be Placed on County Board Consent Agenda

84  
85 There were no items designated for the Consent Agenda.  
86

87 **FINANCE**

88  
89 Regional Planning Commission

90 Intergovernmental Cooperation Agreement for the Assist 2011 Program  
91

92 **MOTION** by Rosales to recommend approval to County Board of an Ordinance authorizing the  
93 execution and delivery of an Intergovernmental Cooperation Agreement for the Assist 2011 Homebuyer  
94 Assistance Program; seconded by Betz. Richards asked if the County Board just needed to approve the  
95 agreement for RPC or if further action was required by the Board. Busey explained this was an annual  
96 program and would not require funds from the County. **Motion carried with unanimous support.**  
97

98 Budget Amendments & Transfers

99 Budget Transfer #11-00014

100

101 **MOTION** by Moser to recommend to the County Board approval of Budget Transfer 11-00014  
102 for Fund/Dept: 080 General Corporate-071 Public Properties for the total amount of \$5,350; seconded by  
103 Alix. **Motion carried with unanimous support.**

104

105 Budget Transfer #11-00015

106

107 **MOTION** by James to recommend approval to the County Board of Budget Transfer 11-00015 for  
108 Fund/Dept: 080 General Corporate-075 General County and Fund/Dept: 080 General Corporate-021  
109 Board of Review for the total amount of \$5,827; seconded by Langenheim. **Motion carried with**  
110 **unanimous support.**

111

112 Budget Transfer #11-00016

113

114 **MOTION** by Jay to recommend approval to the County Board of Budget Transfer 11-00016 for  
115 080 General Corporate-075 General County and Fund/Dept: 080 General Corporate-010 County Board for  
116 the total amount of \$7,000; seconded by Holderfield. **Motion carried with unanimous support.**

117

118 Budget Amendment #11-00057

119

120 **MOTION** by Jay to recommend approval to the County Board of Budget Amendment 11-00057  
121 for Fund/Dept: 476 Self-funded Insurance-118 Property/Liability Insurance with increased appropriations  
122 of \$9,083 with increased revenue of \$9,083; seconded by James. **Motion carried with unanimous**  
123 **support.**

124

125 Budget Transfer #11-00017

126

127 **MOTION** by Holderfield to recommend approval to County Board of Budget Transfer 11-00017  
128 for Fund/Dept: 083 County Highway-060 Highway for total amount of \$14,400; seconded by Weibel.  
129 Petrie asked what the purpose of traffic counts were and how they were used. Weibel explained traffic  
130 counts are used for planning and improvements to the roadway system. **Motion carried with unanimous**  
131 **support.**

132

133 Nursing Home

134 Approval of Issuance of Tax Anticipation Warrants

135 Approval of Issuance of Revenue Anticipation Notes

136

137 **MOTION** by Betz to recommend County Board approval of issuance of Tax Anticipation  
138 Warrants for the Champaign County Nursing Home; seconded by Richards. **Motion carried.**

139

140 **MOTION** by Langenheim to recommend County Board approval of issuance of Revenue  
141 Anticipation Notes for the Champaign County Nursing Home; seconded by Berkson. Busey explained  
142 while this is allowed for in the statutes; it has never been executed. She said if the Nursing Home provides  
143 documentation of funds owed to them by the State, then in anticipation of when these funds would be  
144 paid, they could issue Revenue Anticipation Notes. As the repayment of funds comes in from the State,  
145 the Nursing Home can then make payment on the Notes. Busey said there was one other nursing home in



146 the State looking into this because of cash shortfalls caused by the State. Busey said they had  
147 documentation of 3 months of receipts, which is approximately \$765,000 and can issue Revenue  
148 Anticipation Notes up to 85% of this amount. The issuance of these Notes would be done this month and  
149 this practice would continue until the State catches back up or the Nursing Home's financial position  
150 improves. James asked if the State had provided the necessary documentation of the owed revenue. Busey  
151 confirmed the State had provided documentation for 3 months worth, although the total reimbursement  
152 due is much larger than this. James said based on history the State would probably reimburse the Nursing  
153 Home, however, there has to be a time when the County looks at other options. James stated the  
154 discussion of other options has not been brought up in some time. Weibel said although he would not  
155 support it, another alternative would be to take money from the General Corporate Fund. James indicated  
156 this was not an option he would support either. **Motion carried.**

157

158 County Administrator

159 General Corporate Fund FY2011 Budget Projection Report

160 General Corporate Fund Budget Change Report

161

162 Busey explained the General Corporate Fund Budget projection shows revenue at 101% of budget.  
163 Sales Tax Revenue continues to show solid performance. Revenue from fees is not coming in as  
164 anticipated and next year's budget has been adjusted accordingly.

165

166 Busey said expenditures are expected to be at 98%. The projected revenue at the end of the year is  
167 positive at \$671, 000. This places the actual fund balance at 11.6% for FY2011 budget. The fund balance  
168 comes in at 10.3% after the subtraction of the loan to the Nursing Home. Quisenberry asked Busey to  
169 remind him what the target percentage was for the fund balance. Busey said the target is 12.5%, however,  
170 10% is considered a solid fund balance. Busey pointed out the Harris and Harris report shows the County  
171 received \$247,874 in collections.

172

173 **MOTION** by Jones to receive and place on file the General Corporate Fund FY2011 Budget  
174 Projection Report, Budget Change Report and the Harris & Harris Report; seconded by Quisenberry.  
175 **Motion carried with unanimous support.**

176

177 Renewal of Loan from the General Corporate Fund to the Nursing Home

178

179 Busey explained this outstanding loan was the same one shown on the General Corporate Fund  
180 report every month, for \$333,142. Busey said earlier this year the Nursing Home Board of Directors had a  
181 adopted a resolution to begin repayment of this loan, however, due to cash flow issues no reimbursements  
182 have occurred. It is required that the loan be renewed on an annual basis therefore the loan needs to be  
183 renewed for FY2012. **MOTION** by Bensyl to recommend County Board approval to authorize renewal of  
184 a loan for \$333,142 to the Nursing Home; seconded by Betz. **Motion carried.**

185

186 FY2012 Annual Budget and Appropriation Ordinance

187 FY2012 Annual Tax Levy Ordinance

188

189 **MOTION** by Betz to recommend to the County Board adoption of the FY2012 Annual Budget  
190 and Appropriation; seconded by Langenheim. **Motion carried with unanimous support.**

191

192 **MOTION** by Betz to recommend to the County Board adoption of the FY2012 Annual Tax Levy  
193 Ordinance; seconded by Langenheim. Nudo asked if the salary change for the Board of Review was

194 reflected in the budget. Busey confirmed the change was included. **Motion carried with unanimous**  
195 **support.**

196  
197 Recommendation to the County Board for Amendment to Schedule of Authorized Positions  
198

199 **MOTION** by Holderfield to recommend to the County Board approval of the recommendation for  
200 amendment to the schedule of authorized positions; seconded by Bensyl. Alix said centralized purchasing  
201 was based on cost savings through combined purchases of several departments and asked why this  
202 function was no longer useful. Busey explained department purchases began to change with the  
203 introduction of technology. Busey said there are fewer items purchased from county stock than there were  
204 30 years ago at the inception of the centralized purchasing division. Departments now find it easier to  
205 make their own purchases rather than go through county stock. She stated Administrative Services has  
206 frequently absorbed the cost of items purchased in anticipation of the diverse needs of county offices only  
207 to find many items were no longer needed by departments. Now departments set up their own accounts  
208 with vendors and are able to place an order and have it delivered the next day. Busey said orders for  
209 county stock are now very basic and she did not believe the County received any significant savings  
210 anymore by purchasing in bulk. Michaels asked if the County could receive group discounts from vendors.  
211 Busey said this was something to consider. They would first need to survey departments to determine if  
212 they would agree to purchase from a single vendor and what purchases each department has in common.  
213 Busey said they would also need to do an RFP to ensure the County received the best pricing.  
214

215 Petrie stated the request for transfer of funds was greater than the amount required for the position  
216 and asked if this was to allow for some salary adjustment for this position. Busey indicated the request  
217 was to move the fully budgeted amount from Administrative Services to the Information Technology  
218 Division to utilize as needed to fill the position. **Motion carried with unanimous support.**  
219

220 Animal Control

221 Intergovernmental Agreement with the Village of Ogden  
222

223 **MOTION** by Bensyl to recommend approval to the County Board of the Intergovernmental  
224 Agreement with the Village of Ogden for Animal Control Services; seconded by Weibel. **Motion carried**  
225 **with unanimous support.**  
226

227 Auditor

228 October 2011 Monthly Report

229 Purchases Not Following the Purchasing Policy (*For Information Only*)  
230

231 **MOTION** by Quisenberry to receive and place on file the October 2011 monthly report; seconded  
232 by Weibel. Quisenberry asked for more information concerning the purchase made by the County Clerk of  
233 a van for \$22,435 listed as not following the purchasing policy. Busey explained the purchasing policy  
234 does not apply to elected officials. Busey added the statutory limit for a purchase without bid is \$30,000  
235 and the Clerk exercised the right to purchase without bid because the cost was only \$22,435. Quisenberry  
236 asked why the purchase was included on the list as not following policy if an elected official is not subject  
237 to the policy. Fabri stated the County Board purchasing policy states that any purchase over \$20,000 must  
238 be bid. He added the report is for information only and it allows the Board to see when the purchasing  
239 policy has not been followed. Alix asked for verification that the purchase price was competitive. Fabri  
240 said they asked the Clerk if a purchase through GSA had been considered and the Clerk had indicated this  
241 purchase was less than any offered through government pricing. Busey said the County Clerk would be at

242 the County Board meeting to answer any questions concerning the purchase. She added the Committee of  
243 the Whole does not actually approve the purchases; this is done at the County Board meeting. **Motion**  
244 **carried.**

245  
246 Treasurer

247 October 2011 Monthly Report

248

249 Welch explained the issuance of Tax Anticipation Warrants for the Nursing Home in more detail.  
250 Welch said this marks the fourth year of the issuance of these warrants for the Nursing Home. Welch said  
251 26 bid packages were sent out and they received five responses back. He said the winning bid went to  
252 Commerce Bank with a 1.12% bid and an allowance for prepayment. Welch explained this way the  
253 County begins re-payment starting in May when the real estate tax payments start coming in. Welch said  
254 the issuance of warrants are split into two phases, making first half due on July 15 and the second half due  
255 on September 28. Welch said Tax Anticipation Warrants are much different from Revenue Anticipation  
256 Notes.

257

258 Welch said this year there were 1,163 parcels with unpaid real estate taxes that went to the Tax  
259 Sale for approximately \$2.8 million. Welch stated they ended the year with 99.87 % tax collected.  
260 **MOTION** by Holderfield to receive and place on file the Treasurer's October 2011 monthly report;  
261 seconded by Petrie. **Motion carried with unanimous support.**

262

263 Other Business

264 Approval of Amendment to County Administrator Contract

265

266 **MOTION** by Betz to recommend approval to the County Board of the Amendment to the County  
267 Administrator Contract; seconded by Jones. **Motion carried.**

268

269 Chair's Report

270

271 There was no Chair's report.

272

273 Designation of Items to be Placed on County Board Consent Agenda

274

275 Items A1, B1-5, D7 and E1 designated for the Consent Agenda.

276

277 **POLICY, PERSONNEL, & APPOINTMENTS**

278 Appointments/Reappointments

279

280 **OMNIBUS MOTION** by Weibel to appoint Frank Howard to the Sangamon Valley Water  
281 District for an Unexpired Term Ending May 31, 2015 and appoint Jason Zahnd to the Dewey Community  
282 Public Water District for an Unexpired Term Ending May 31, 2016; seconded by Alix. **Motion carried**  
283 **with unanimous support.**

284

285 **MOTION** by Weibel to appoint Bernie Magsamen and Pamela Borowski to the Public Aid  
286 Appeals Committee for Term: December 1, 2011 - November 30, 2013; seconded by Moser. **Motion**  
287 **carried with unanimous support.**



288           **MOTION** by Weibel to appoint Peter Czajkowski, Catherine Emanuel, and LaShunda Hambrick  
289 to the Nursing Home Board of Directors for Term: December 1, 2011 - November 30, 2013; seconded by  
290 Betz. **Motion carried with unanimous support.**

291  
292           **OMNIBUS MOTION** by Weibel to appoint Cynthia D. Bell, Jimmey Kaiser, and Jane Nathan to  
293 the Senior Services Advisory Board for Term: December 1, 2011 – November 30, 2013 and appoint  
294 Sherry Gordon and Hal Loebach to the Senior Services Advisory Board for Term: December 1, 2011 –  
295 November 30, 2014; seconded by Holderfield. **Motion carried with unanimous support.**

296  
297           County Administrator  
298 Recommendation for the County Board 2012 Calendar of Meetings  
299 Amendments to Personnel Policy & Purchasing Policy  
300 FY2012 Property/Liability/Workers Compensation Insurance Renewals

301  
302           **MOTION** by Alix to recommend approval of the County Board 2012 Calendar of Meetings;  
303 seconded by Rosales. **Motion carried with unanimous support.**

304  
305           **MOTION** by Moser to recommend approval to County Board of the amendment to the Personnel  
306 Policy; seconded by Rosales. **Motion carried with unanimous support.**

307  
308           **MOTION** by Esry to recommend approval to County Board of the amendment to the Purchasing  
309 Policy; seconded by James. Discussion followed. **Motion carried with unanimous support.**

310  
311           **MOTION** by Holderfield to recommend approval to the County Board of the FY2012  
312 Property/Liability/Workers Compensation Insurance renewals; seconded by Langenheim. Alix asked if the  
313 increases were indicative of an increasing loss ratio. Molly Rollings, Dimond Brothers Insurance Agency  
314 Broker explained the increases to the policies. Rollings explained the majority of the increase would be  
315 derived from law enforcement sector, not only the County, but also Statewide. She said property insurance  
316 has increased due to the losses that have occurred over the last 3 years. Rollings said she recommended an  
317 increase in the liability limits for the County because the coverage was low compared to other counties in  
318 the area. The coverage amount was increased from \$6 million to \$10 million. **Motion carried with**  
319 **unanimous support.**

320  
321           County Clerk  
322 October 2011 Fees Report

323  
324           **MOTION** by Langenheim to receive and place on file the County Clerk October 2011 Fees report;  
325 seconded by Jones. **Motion carried with unanimous support.**

326  
327           Other Business  
328 Procedural Recommendation for Review of Semi-Annual Closed Session Minutes

329  
330           **MOTION** by Weibel to recommend approval to County Board of a procedural policy  
331 recommendation for review semi-annual of Closed Session minutes:

332  
333 Closed Session minutes are categorized as follows for consideration for review:

334           a. Labor Negotiations (including Health Insurance & Salary Schedules) – can be opened  
335           after 100 years;

- 336 b. Personnel Matters – remain closed until employee is deceased;
- 337 c. Employment – hiring of specific employee – open after ten years, unless individual is
- 338 still employed;
- 339 d. Compensation of specific employee; open after 10 years, unless still employed;
- 340 e. Land transactions – purchase/sale – open after 6 months;
- 341 f. Land transaction – lease; open after 5 years unless lease is still active;
- 342 g. Litigation – per State’s Attorney opinion;
- 343 h. Exceptions – per State’s Attorney opinion;

344 When Closed Session minutes reach the end of each time period as stated herein, the County Board shall  
345 examine those notes and determine whether to open or keep closed; Closed Session minutes which have  
346 not reached the end of each time period as stated herein will not be examined and will remain closed;  
347 seconded by Moser.

348  
349 Petrie asked why a period of 100 years was selected as the period to open Closed Session minutes  
350 of the Labor Committee. Weibel said the procedure was based the input he received. Langenheim said 100  
351 years was a little high, but forever was unacceptable from the point of view of maintaining a historical  
352 record. Betz said whether to open Closed Session minutes will ultimately be the decision of each County  
353 Board. Betz said Labor Committee Closed Session minutes present unique issues because not only  
354 compensation, but also strategic issues. Betz said strategies regarding negotiations could be gleaned from  
355 these minutes. **Motion carried with unanimous support.**

356  
357 Resolution in Support of Naming the Federal Courthouse in Urbana in Honor of James R. Burgess, Jr.

358  
359 **MOTION** by James to recommend approval to the County Board of a Resolution in Support of  
360 Naming the U.S. Federal Courthouse in Urbana in Honor of James R. Burgess, Jr.; seconded by Rosales.  
361 Alix said James R. Burgess, Jr. garnered numerous achievements throughout his lifetime; a career soldier  
362 and war hero, graduate of the University of Illinois College of Law, and a trailblazer in terms of holding  
363 positions in the offices of the State’s Attorney and U.S. Attorney. Alix stated most other federal  
364 courthouses were named after former politicians. Alix whole-heartedly encouraged the Board to support  
365 the resolution because James R. Burgess Jr. truly embodied the values that everyone stood for.

366  
367 Betz did not support the resolution although he thought Mr. Burgess was a fine person and he  
368 respected him. Betz explained he did not agree with the nomination process. He said the buildings belong  
369 to the taxpayers and more importantly there needs to be a legitimate nomination process. Betz would like  
370 to see a panel of senators, judges, members of the bar, and citizens perform a formal screening process  
371 with specific nomination criteria.

372  
373 McGinty clarified that the County Board was not responsible for changing the name, but that they  
374 were being asked to support the nomination. McGinty felt this was a good nomination and he would  
375 support it. Anderson agreed with McGinty’s comments and supported the nomination. Michaels and Petrie  
376 concurred with Betz. James agreed with McGinty stating that this was a good nomination. Alix agreed that  
377 a defined formal process was a good idea, but an individual with a salutary career and a commendable  
378 record. **Motion carried with a roll call vote of 20 to 5.** Alix, Anderson, Bensyl, Carter, Cowart, Esry,  
379 Holderfield, James, Jay, Jones, Maxwell, McGinty, Moser, Nudo, O’Connor, Quisenberry, Richards,  
380 Rosales, Schroeder, and Weibel voted in favor of the motion. Berkson, Betz, Langenheim, Michaels, and  
381 Petrie voted against the motion.

382  
383

384 Approval of an Agreement Concerning the Provision and Administration of METCAD

385

386 **MOTION** by Alix to recommend approval to the County Board of an Agreement Concerning the  
387 Provision and Administration of METCAD By and Between the City of Champaign, the City of Urbana,  
388 Champaign County, and the University of Illinois; seconded by James. Busey explained the last time this  
389 agreement was approved was in 1996 and the changes have to do with the need define how members are  
390 appointed and how an appointed member designates an alternate in their absence. It also acknowledges  
391 that the Sheriff is a party to this agreement. **Motion carried with unanimous support.**

392

393 Chair's Report

394

395 There was no Chair's report.

396

397 Designation of Items to be Placed on County Board Consent Agenda

398

399 Items A1-6 B2 B4 B5 B6 D1 D3 were designated for the Consent Agenda.

400

401 Other Business

402

403 **MOTION** by Rosales to approve the County Administrator Salary Negotiation Committee Closed  
404 Session minutes of October 17, 2011; seconded by Jones. **Motion carried with unanimous support.**

405

406 The meeting adjourned at 7:23 p.m.

407

408

409 Respectfully submitted,

410

411

412 Kay Rhodes

413 Administrative Assistant

414

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

416