



## CHAMPAIGN COUNTY BOARD

### COMMITTEE OF THE WHOLE

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

County of Champaign, Urbana, Illinois

Tuesday, August 11, 2020 at 6:30 p.m.

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

### MINUTES – Approved as Distributed on September 15, 2020

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<b>Members Present:</b>	<b>Brad Clemmons, Lorraine Cowart, Connie Dillard-Myers, Aaron Esry, Stephanie Fortado, Jim Goss, Stan Harper, Mike Ingram, Jim McGuire, Diane Michaels, Kyle Patterson, Jon Rector, Chris Stohr, Steve Summers, Leah Taylor, Eric Thorsland, Charles Young, Giraldo Rosales</b>
<b>Members Absent:</b>	<b>Jodi Eisenmann, Cynthia Fears, James Tinsley, Jodi Wolken,</b>
<b>Others Present:</b>	<b>Darlene Kloeppe (County Executive), Tami Ogden (Deputy Director of Finance), Mary Ward (Recording Secretary), Brad Gould (Veteran’s Assistance Commission) Aaron Ammons (County Clerk), Angie Patton (Chief Deputy Clerk), Michelle Jet (Director of Training – County Clerk’s Office) George Danos (Auditor), Marisol Hughes (Treasurer), Alejandra Aguero (Chief Deputy Treasurer)</b>

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#### **I. Call to Order**

Chair Rosales called the meeting to order at 6:33 p.m.

#### **II. Roll Call**

A verbal roll call was taken, and a quorum was declared present.

#### **III. Approval of Agenda/Addenda**

**MOTION** by Ms. Cowart to approve the agenda; seconded by Mr. Patterson. Upon vote, the **MOTION CARRIED** unanimously.

#### **IV. Approval of Minutes**

A. June 9, 2020

**MOTION** by Mr. Esry to approve the minutes of June 9, 2020; seconded by Mr. Patterson. Upon vote, the **MOTION CARRIED** unanimously.

#### **V. Public Participation**

Ricardo Diaz, University YMCA, New American Welcome Center – spoke on the Census and encouraged everyone to help get the word out on the Census. It will affect the funds received as a county and could affect services.

**VI. Presentations**

A. Veteran's Assistance Commission

Brad Gould, Superintendent Veteran's Assistance Commission, gave the presentation. The Veteran's Assistance Commission began in 2012. There are around 10,000 veterans in Champaign County. He works with the same budget lines as when he began, and he also gets donations. Due to Covid-19, he is not able to get as many donations. He not only provides financial assistance but helps with claims for the VA and navigating the VA medical system. Veterans bring in \$2.2 million annually to the county. He also works with the Salvation Army to help homeless veterans get off the street. The VFW Food Bank took a hit from Covid-19 and looking to get that back on track. He assists surviving spouses in getting the bronze markers for cemeteries. He's very concerned about the budget cuts up this year. The share for the VAC is \$5,159, but that will affect 25-30 veterans; that's almost a monthly cut in financial assistance to Veteran's. Questions and discussion followed concerning various issues and the budget cut. Ms. Fortado said that cutting direct benefits is something we should take a hard look at.

Mr. Young left the meeting during the presentation.

**VII. Communications**

There were no communications.

**VIII. Justice and Social Services**

A. Monthly Reports

- Probation & Court Services – May & June 2020 and 2<sup>nd</sup> Quarter Report
- Public Defender – June & July 2020
- Emergency Management Agency – March, April, May & June 2020
- Animal Control – April & May 2020

Reports were received and placed on file.

B. Rosecrance Re-Entry Financial Report – May & June 2020

Information Only

C. Update on the 2020 Census

Information only and an update was given during Public Participation.

D. Other Business

There was no other business.

E. Chair's Report

There was no Chair's report.

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

There were no items to place on the Consent Agenda.

**IX. Finance**

A. Budget Amendments/Transfers

1. Budget Amendment 20-00042  
Fund 089 County Public Health Fund / Dept 049 Board of Health  
Increased appropriations: \$2,302,323  
Increased revenue: \$2,302,343  
Reason: Appropriate for 100% of CURE Program Grant funding for COVID-19 related public health expenses (grant ends 12/30/20), and 75% of COVID-19 Contact Tracing Grant funding (grant ends 6/30/21).

**MOTION** by Mr. Thorsland to recommend County Board approval of a resolution authorizing budget amendment 20-00042; seconded by Mr. Ingram. Upon vote, the **MOTION CARRIED** unanimously.

2. Budget Amendment 20-00041  
Fund 075 Regional Planning Comm / Dept 889 Emerg Soln Grant – CARES  
Increased Appropriations: \$80,000  
Increased Revenue: \$80,000  
Reason: Emergency Solutions Grant – CARES Act funding – see attached

**MOTION** by Mr. Ingram to recommend County Board approval of a resolution authorizing budget amendment 20-00041; seconded by Ms. Michaels. Upon vote, the **MOTION CARRIED** unanimously.

B. Treasurer

1. Monthly Report – 2<sup>nd</sup> Distribution Settlement Report and Comparison of Collections Versus Delinquencies

Received and placed on file.

C. Auditor

1. Monthly Report – June & July 2020

Received and placed on file. The 2018 Audit is on website and the CAFR is on there now. Mr. Danos spoke to say that the CAFR is in a user-friendly form. Ms. Fortado asked what position we are in for the timeline and where are we on the reconciliations and she also formally asked for monthly updates on the reconciliations. Treasurer Hughes answered these questions. She emphasized that her office is short-staffed. *(The full text of her comments has been posted on the website.)*

D. County Executive

1. Labor/Management Health Insurance Committee recommendation for employee health insurance & related benefits for FY2021

Executive Kloepfel said that the county has a Labor/Management Health Insurance Committee that looks at health, dental, etc. and based on information provided to us this was the best proposal for this year. We are remaining with our current provider, Blue Cross Blue Shield. There is a 6% increase to the County, but considering it started out at 29%, this ended up pretty good.

**MOTION** by Mr. Esry to recommend County Board approval of a resolution approving Labor/Management Health Insurance Committee's recommendation for FY2021; seconded by Ms. Michaels. Upon vote, the **MOTION CARRIED** unanimously.

2. CURE Program Grant Funding

For information only. Ms. Ogden spoke briefly on this. She is still learning about this program and she will be attending an upcoming webinar. She anticipates being able to capture the full \$1.3 million largely through reimbursement of administrative leave, cough and sneeze guards as well as technology that was purchased that allowed employees to work from home. Mr. Ingram thanked Ms. Ogden for taking on this task and he was sure she would get the most out of it. Mr. Stohr asked how much tech was acquired and how much training was required to allow work from home. There was not a lot of training on the General County side, not sure about RPC. We did spend approximately \$40,000 on laptops, VPN's, Zoom, etc.

E. Other Business

There was no other business.

F. Chair's Report

There was no Chair's report.

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

The following items were placed on the Consent Agenda: 9. A. 1 and 2 and 9. D. 1.

X. Policy, Personnel, & Appointments

A. County Executive

1. Request for Authorization to send the Director of IT Job Description to the Job Evaluation Committee for Re-evaluation and Review

**MOTION** by Mr. Rosales to approve the request for authorization to send the Director of IT Job Description to the Job Evaluation Committee. Seconded by Ms. Cowart. A brief discussion followed regarding the importance of this position and a reminder that many times when there is a job re-evaluation, there's usually a budget increase for an increase in salary. Upon vote, the **MOTION CARRIED** unanimously.

2. Request for Authorization to send the Circuit Court Secretary Job Description to the Job Evaluation Committee for Re-Evaluation and Review

**MOTION** by Mr. Rosales to approve the request for authorization to send the Circuit Court Secretary Job Description to the Job Evaluation Committee. Seconded by Mr. Goss. Upon vote, the **MOTION CARRIED** unanimously.

3. Monthly HR Report – June 2020

Received and placed on file.

4. Appointments/Reappointments
  - a. Drainage District Commissions – 1 Term Each, 9/1/2020 – 8/31/2023

- Beaver Lake Drainage District – *Steven Hammel*
- Blackford Slough Drainage District – *LaVern Zehr*
- Conrad & Fisher Drainage District – *Harlan Trotter*
- Fountain Head Drainage District – *Robert Barker*
- Kankakee Drainage District – *Patrick Feeney*
- Kerr & Compromise Drainage District – *Wayne Emkes*
- Longbranch Mutual Drainage District – *Norman Uken*
- Okaw Drainage District – *Larry Dallas*
- Owl Creek Drainage District – *Leonard Delaney*
- Pesotum Consolidated Drainage District – *Chris Hausman*
- Raup Drainage District – *Stephen Osterbur*
- St. Joseph #3 Drainage District – *Charles Daly*
- St. Joseph #4 Drainage District – *Travis Fruhling*
- St. Joseph #6 Drainage District – *Bruce Stickers*
- Salt Fork Drainage District – *Dennis Bergman*
- Sangamon & Drummer Drainage District – *John Leonard*
- Silver Creek Drainage District – *Cecil Hudson*
- Somer #1 Drainage District – *Chris Conerty*
- Two Mile Slough Drainage District – *Jonathan Schroeder*
- Triple Fork Drainage District – *Lowell “Pete” Johnson*
- Union D.D. #1 of Philo & Crittenden – *Robert Grove*
- Union D.D. #1 of Philo & Urbana – *Roy C. Douglas*
- Union D.D. #2 of St. Joseph & Ogden – *Dwight Raab*
- Union D.D. #3 of South Homer & Sidney – *Linda LeeDrotz*
- Union D.D. of Stanton & Ogden Townships – *Les Olson*
- Upper Embarras River Basin Drainage District – *J. Andrew Edwards*
- Willow Branch Drainage District – *Steve Maddock*
- Wrisk Drainage District – *Steven Herriott*

St. Joseph #4 Drainage District was pulled from this list to be voted on separately. The nominees were presented by Mr. Rector.

**OMNIBUS MOTION** by Mr. Rosales to recommend County Board approval of resolutions appointing trustees to their respective Drainage Districts; seconded by Mr. Clemmons. Upon vote, the **MOTION CARRIED** unanimously.

**MOTION** by Mr. Rosales to recommend County Board approval of resolution appointing Travis Fruhling to St. Joseph #4 Drainage District; seconded by Mr. McGuire. Discussion followed as to why this was asked to be voted on separately. Currently there are no other candidates for this Drainage District. Mr. Stohr asked a question of Executive Kloepfel as to how they are appointed. Executive Kloepfel explained that they fill out an application and are then interviewed, usually a 5-10-minute phone interview. He sounded interested in the position and it is getting more difficult to find someone to fill the position.

Mr. Goss called the question; seconded by Mr. Clemmons. Upon vote, the call to the question passed unanimously. Upon vote, the **MOTION FAILED** unanimously.

- b. Drainage District Commission – 1 Unexpired Term, 9/1/20 – 8/31/2021
  - Union D.D. #2 of St. Joseph & Ogden – Travis Fruhling

**MOTION** by Ms. Taylor to recommend County Board approval of a resolution appointing Travis Fruhling to Union D.D. #2 of St. Joseph & Ogden; seconded by Mr. Rosales. Upon vote, the **MOTION FAILED** unanimously.

- c. Drainage District Commission – 1 Unexpired Term, 9/1/20 – 8/31/2022
  - Lower Big Slough Drainage District – Mark Wood
  - St. Joseph #6 Drainage District – BJ Hackler

**MOTION** by Mr. Rosales to recommend County Board approval of resolutions appointing trustees to their respective Drainage Districts; seconded by Ms. Michaels. Upon vote, the **MOTION CARRIED** unanimously.

- d. County Board of Health – 1 Unexpired Term, ending 6/30/23
  - Lyndon Goodly

**MOTION** by Mr. Stohr to recommend County Board approval of a resolution appointing Lyndon Goodly to the County Board of Health; seconded by Mr. Ingram. Upon vote, the **MOTION CARRIED** unanimously.

B. County Clerk

- 1. June & July 2020 Report and Semi-Annual Report

For information only.

- 2. Update on Website (discussion only)

Michelle Jett took us through the new website design. It is a clean design and departments are color-coded to make it easier to navigate. It also uses text and icons. Pages can be translated into 8 different languages and there is a feedback function on each page. It is heavy on integrated data. It is pretty far along; they are tweaking some pages and doing testing. They are close to being done. Discussion followed. Mr. Rector ask what the timeline was for being live. They are hoping to have a significant portion of the website live in 2-3 weeks. Members like the layout and looks for the website. A question was asked about it being less than a full release. Ms. Jett said the Phase I release would be replacing what the current site already has. Under Phase 2 they would release additional items such as how property tax works, especially information on delinquent taxes and what they need to do, and other information that people have requested. Mr. Stohr asked about maintenance on the site or do we rely on the vendor for maintenance and updates. It has been a team effort and the vendor is working with our IT person so that we can take that over ourselves. It was in the contract they had to provide us a written manual for the website. Overall, the site looks awesome.

C. Other Business

Resolutions and locations for voting and early voting will need to be voted on at County Board. There will be no vote tonight, this is for discussion only.

Mr. Ammons clarified that this was not only for early voting but also for the other 85 voting locations. Discussion followed on voting locations, the number of election judges at locations and concerns with Covid-19 and the number of election judges. There will be training for additional elections judges coming up. There are two new additional voting locations; one at Parkland College and one at the

YMCA on Campus. Vote by Mail was discussed. The postcards were mailed July 30 and 31. Questions were asked about the mail in ballots and mail in drop boxes, their locations and how they will work.

D. Chair's Report

1. County Executive appointments expiring September 2020

For information only. There are no appointments expiring in September.

2. Currently vacant appointments made by the County Executive.

For information only. A full list and information are available on the County's website

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

Items to be placed on the Consent Agenda include: X. 1, 2, 4a, 4c and 4d.

**XI. Other Business**

There was no other business.

**XII. Adjournment**

The meeting was adjourned at 8:42 p.m.