



CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE
Finance/ Policy, Personnel, & Appointments/Justice & Social Services
County of Champaign, Urbana, Illinois
Tuesday, June 15, 2021 at 6:30 p.m.
Shields-Carter Meeting Room/Zoom
Brookens Administrative Center
1776 East Washington Street, Urbana, Illinois

MINUTES – Approved as Distributed on August 10, 2021

Members Present via Zoom: Titianna Ammons, Lorraine Cowart, Stephanie Fortado, Jordan Humphrey, Mary King, Jenny Lokshin, Emily Rodriguez, Chris Stohr, Jennifer Straub, Steve Summers, Leah Taylor, Eric Thorsland

Members Physically Present: Aaron Esry, Jim Goss, Stan Harper, Jim McGuire, Diane Michaels, Brad Passalacqua, Jacob Paul, Jodi Wolken, Kyle Patterson

Members Absent: None

Others Present: Darlene Kloeppel (County Executive), Tami Ogden (Deputy Director of Finance), Bill Colbrook (Director of Administration), Megan Robison (Recording Secretary), George Danos (Auditor), Orion Smith (Chief Deputy Auditor), John Hall (Director of Planning & Zoning) Mike Ingram (Recorder of Deeds), Dalitso Sulamoyo (Chief Executive Officer – RPC), Lynn Canfield (Executive Director MHB/DDB)

Agenda Items

I. Call to Order

Chair Patterson called the meeting to order at 6:31 p.m.

II. Roll Call

Roll call was taken, and a quorum was declared present.

III. Approval of Agenda/Addenda

MOTION by Mr. Harper to approve the agenda; seconded by Ms. Straub. Upon roll call vote, the **MOTION CARRIED** unanimously.

IV. Approval of Minutes

- A. April 27, 2021 – Finance Study Session
- B. May 11, 2021 – Regular Meeting
- C. May 25, 2021 – Finance Study Session

OMNIBUS MOTION by Mr. Thorsland to approve the minutes of April 27, 2021, May 11, 2021 and May 25, 2021 as amended; seconded by Ms. King. Upon roll call vote, the **MOTION CARRIED** unanimously.

V. Public Participation

None

Ms. Cowart entered the meeting at 6:40 p.m.

VI. Communications

- A. American Rescue Act Funding Requests
1. Courthouse Officials
 2. Circuit Clerk and Probation/Court Services
 3. Sheriff's Office

Ms. Fortado mentioned the three attached requests from County Officials. She asked all Board members to revisit the spreadsheet that was put together by the County Executive. Also, she mentioned the Courthouse tours and upcoming study session dates.

Mr. Thorsland stated all the reasons Champaign County has made great strides to get back to normal after a global pandemic. He thanked everyone that got us to this point and encouraged everyone to get vaccinated.

VII. Policy, Personnel, & Appointments

- A. County Executive
1. Monthly HR Report – May 2021

Received and placed on file – Mr. Stohr mentioned the nine vacancies.

2. Appointments/Reappointments
 - a. Resolution appointing Dirk Rice to the Locust Grove Cemetery Association, term 7/1/2021-6/30/2027
 - b. Resolution appointing James Wilson to the Bailey Memorial Cemetery Association, term 7/1/2021-6/30/2027
 - c. Resolution appointing Phillip Van Ness to the Prairie View Cemetery Association, term 7/1/2021-6/30/2027
 - d. Resolution appointing Edward Fiscus to the Prairie View Cemetery Association, term 7/1/2021-6/30/2027
 - e. Resolution appointing Kevin Reifsteck to the Craw Cemetery Association, term 7/1/2021-6/30/2027
 - f. Resolution appointing Krista Jones to the County Board of Health, term 7/1/2021-6/30/2024
 - g. Resolution appointing Kim Wolowiec-Fisher to the Developmental Disabilities Board, term 7/1/2021-6/30/2024
 - h. Resolution appointing Georgiana Schuster to the Developmental Disabilities Board, term 7/1/2021-6/30/2024
 - j. Resolution appointing Rovee Fabi to the Rural Transit Advisory Group, unexpired term ending 12/31/2022

OMNIBUS MOTION by Ms. Michaels to recommend County Board approval of resolutions appointing Dirk Rice, James Wilson, Phillip Van Ness, Edward Fiscus, Kevin Reifsteck, Krista Jones, Kim Wolowiec-Fisher, Georgiana Schuster and Rovee Fabi to their respective boards; seconded by Mr. Thorsland. Upon roll call vote, the **MOTION CARRIED** unanimously.

- i. Resolution appointing Bill Goodman to the Champaign County Forest Preserve District, term 7/1/2021-6/30/2026

Deferred to July County Board meeting

- k. Currently vacant appointments – full list and information is available on the County’s website

Information only

- l. Applications for open appointments

Information only

3. Recommendation to the Finance Committee for approval of the creation of the Senior Zoning Technician position to be assigned to Grade Range G, and the concurrent elimination of one of the Zoning Technician positions effective June 25, 2021

MOTION by Mr. Thorsland to forward the approval of the creation of the Senior Zoning Technician position to the Finance Committee; seconded by Mr. Passalacqua. Upon roll call vote, the **MOTION CARRIED** unanimously.

4. Recommendation to the Finance Committee for approval of the creation of the Assistant Animal Control Director position to be assigned to Grade Range I, effective June 25, 2021

MOTION by Ms. Rodriguez to forward the approval of the creation of the Assistant Animal Control Director to the Finance Committee; seconded by Ms. Lokshin. Discussion followed to state the Animal Control Task Force has found that this position is very necessary. Upon roll call vote, the **MOTION CARRIED** unanimously.

B. County Clerk

1. Monthly Report – May 2021

Received and placed on file

C. County Board

1. Appointing a Broadband Task Force

Board members discussed the creation of this task force. They expressed the need for a mix of people, possibly including small school district representatives and would be comprised of approximately 7-9 people. Several Board members would like to get the Farm Bureau’s input on this matter. Ms. Kloeppel explained the timeline for establishing this committee and the requirement for their meetings to be open.

D. Other Business

None

E. Chair’s Report

None

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

VII. A. 2. a-h, j

VIII. Justice and Social Services

A. Monthly Reports – All reports are available on each department’s webpage through the department reports page

- Animal Control – April 2021
- Emergency Management Agency – April & May 2021

Received and placed on file

B. Rosecrance Re-Entry Financial Report – April 2021

Information only

C. Other Business

None

D. Chair’s Report

None

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

None

IX. Finance

A. Budget Amendments/Transfers

1. Budget Amendment 21-00020

Fund 075 Regional Planning Comm / Dept 899 US Dept of Treas Rntl Asst

Increased Appropriations: \$3,138,772

Increased Revenue: \$3,140,182

Reason: See attached

2. Budget Amendment 21-00021

Fund 075 Regional Planning Comm / Dept 691 Home Energy Ast-Hhs-Odd Year

Increased Appropriations: \$3,061,368

Increased Revenue: \$3,150,168

Reason: See attached

3. Budget Amendment 21-00023

Fund 075 Regional Planning Comm / Dept 903 Urbana Senior Repair

Increased Appropriations: \$40,000

Increased Revenue: \$40,000

Reason: See attached

4. Budget Amendment 21-00025

Fund 104 Early Childhood Fund / Dept 901 ARPA Supplement (Headstart)

Increased Appropriations: \$796,869

Increased Revenue: \$796,869

Reason: Funding allows to provide one-time investments that best support the immediate needs of staff, children, and families while adhering to federal guidelines.

Please see attached narrative

5. Budget Amendment 21-00026

Fund 104 Early Childhood Fund / Dept 900 COVID19 Supp (Headstart)

Increased Appropriations: \$200,445

Increased Revenue: \$200,445

Reason: One-time activities in response to COVID-19

**Please see attached narrative*

6. Budget Amendment 21-00030

Fund 075 Regional Planning Comm / Dept 904 LIHEAP - ARPA

Increased Appropriations: \$4,693,534

Increased Revenue: \$4,693,534

Reason: See attached

7. Budget Amendment 21-00031

Fund 075 Regional Planning Comm / Dept 905 LIHEAP State Supp - DCEO

Increased Appropriations: \$495,700

Increased Revenue: \$495,700

Reason: See attached

OMNIBUS MOTION by Mr. Patterson to recommend County Board approval of resolutions approving budget amendments 21-00020, 21-00021, 21-00023, 21-00025, 21-00026, 21-00030 and 21-00031; seconded by Ms. Straub. Discussion followed regarding the fact that these would be one-time funds, improvements that must be made until new building locations are found and the strategic planning for new locations. Upon roll call vote, **MOTION CARRIED** unanimously.

8. Budget Amendment 21-00024

Fund 089 County Public Health Fund / Dept 049 Board of Health

Increased Appropriations: \$350,000

Increased Revenue: \$350,000

Reason: COVID-19 contact tracing grant amendment increasing funds in the amount of \$350,000 to be spent by 12/31/21. An equal increase in appropriation is requested to extend payment to CUPHD as services are provided.

MOTION by Mr. Thorsland to recommend County Board approval of a resolution approving budget amendment 21-00024; seconded by Ms. King. Upon roll call vote, the **MOTION CARRIED** unanimously.

9. Budget Amendment 21-00027

Fund 613 Court's Automation Fund / Dept 030 Circuit Clerk

Increased Appropriations: \$75,975

Increased Revenue: \$35,975

Reason: \$87,500 purchase required to replace failing court audio system Circuit Clerk will pay \$11,525 from FY2021 appropriations. Please increase appropriations by \$75,975; \$40,000 from the fund balance; AOIC will reimburse County for \$35,975. Summary >> \$35,975 AOIC Reim + \$40,000 fund bal + \$11,525 Clerk = \$87,500

MOTION by Ms. Michaels to recommend County Board approval of a resolution approving budget amendment 21-00027; seconded by Ms. Taylor. Upon roll call vote, the **MOTION CARRIED** unanimously.

10. Budget Amendment 21-00028

Fund 080 General Corporate / Dept 020 Auditor

Increased Appropriations: \$22,000

Increased Revenue: \$0

Reason: We have a 37% increase in voucher volume from Mar-May 2020 to the same period this year, much stemming from rental assistance and other COVID relief money. This increase in volume is likely to be sustained at least through the end of 2021

MOTION by Ms. Lokshin to recommend County Board approval of a resolution approving budget amendment 21-00028; seconded by Ms. Straub. Discussion followed regarding the amount of time the Auditor's Office has invested in the ERP project. Upon roll call vote,
Yea: 20 – Lokshin, McGuire, Michaels, Passalacqua, Paul, Rodriguez, Stohr, Straub, Summers, Taylor, Thorsland, Wolken, Ammons, Carter, Cowart, Esry, Fortado, Goss, Humphrey, King, Patterson
Nay: 1 - Harper
the **MOTION CARRIED**.

11. Budget Amendment 21-00036

Fund 840 American Rescue Act / Dept 016 Administrative Services

Increased Appropriations: \$0

Increased Revenue: \$20,364,815

Reason: Receipt 50% American Rescue Plan Act (ARPA) local Coronavirus fiscal recovery funds. Total Champaign County allocation is \$40,729,630.

MOTION by Mr. Summers to recommend County Board approval of a resolution approving budget amendment 21-00036; seconded by Mr. Thorsland. Discussion followed to explain this is to just receive the revenue and noted that the funds have not been received. Upon roll call vote, the **MOTION CARRIED** unanimously.

12. Budget Amendment 21-00033

Fund 840 American Rescue Plan Act / Dept 016 Administrative Services

Increased Appropriations: \$50,000

Increased Revenue: \$0

Reason: Contract with Champaign County Regional Planning Commission for Project and Fiscal Management related to the American Rescue Plan Act (ARPA) Grant funding in FY2021.

13. Budget Amendment 21-00034

Fund 075 Regional Planning Comm / Dept 902 ARPA Project Management

Increased Appropriations: \$50,000

Increased Revenue: \$50,000

Reason: See attached

OMNIBUS MOTION by Ms. Lokshin to recommend County Board approval of resolutions approving budget amendments 21-00033 and 21-00034; seconded by Ms. Wolken. Discussion followed to explain this amendment is to pay for the administrator of the County's ARPA funds. Upon roll call vote, the **MOTION CARRIED** unanimously.

B. Treasurer

1. Monthly Report – May 2021 – Reports are available on the Treasurer's webpage

Received and placed on file

C. Auditor

1. Monthly Report – May 2021 - Reports are available on the Auditor’s webpage

Received and placed on file

2. Status of the FY2019 Audit

Information only – The audit was turned in by June 1st and Ms. Fortado thanked everyone that helped to get that completed.

3. Champaign County Bank Reconciliations

Information only – Ms. Fortado stated the Treasurer will be providing an updated memo at the next meeting.

4. Request approval for release of RFP 2021-005 for Financial Auditing Services for the County of Champaign

MOTION by Ms. Michaels to approve the release of RFP 2021-005 for Financial Auditing Services for the County of Champaign; seconded by Ms. Taylor. Upon roll call vote,
Yea: 20 – Lokshin, Michaels, Passalacqua, Paul, Rodriguez, Stohr, Straub, Summers, Taylor, Thorsland, Wolken, Ammons, Carter, Cowart, Esry, Fortado, Goss, Harper, Humphrey, King, Patterson
Nay: 1 - McGuire
the **MOTION CARRIED**

D. County Executive

1. FY2021 General Corporate Fund Budget Projection

Ms. Ogden presented her first FY2021 budget report. She gave a brief summary of the FY2019 audit, the unaudited FY2020 ending fund balance and projections for FY2021.

2. Recommendation to the County Board for approval of the creation of the Senior Zoning Technician position to be assigned to Grade Range G, and concurrent elimination of one of the Zoning Technician positions effective June 25, 2021
3. Recommendation to the County Board for approval of the creation of the Assistant Animal Control Director position to be assigned to Grade Range I, effective June 25, 2021

OMNIBUS MOTION by Mr. Esry to recommend County Board approval of the creation of the Senior Zoning Technician position to be assigned to Grade Range G and concurrent elimination of one of the Zoning Technician positions effective June 25, 2021 and creation of the Assistant Animal Control Director position to be assigned to Grade Range I, effective June 25, 2021; seconded by Mr. Thorsland. Upon roll call vote, the **MOTION CARRIED** unanimously.

4. Ordinance establishing a Property Assessed Clean Energy (PACE) Program and a PACE Area to finance and/or refinance the acquisition, construction, installation, or modification of energy projects; providing for the issuance of not to exceed \$500,000,000 Taxable PACE Revenue Notes of the County to finance projects pursuant to the County’s PACE Program, providing for the payment of said notes, authorizing the sale of said notes to the purchaser thereof; and other matters related thereto

MOTION by Mr. Goss to recommend County Board approval of an Ordinance establishing a Property Assessed Clean Energy (PACE) Program; seconded by Ms. Michaels. Upon roll call vote, the **MOTION CARRIED** unanimously.

E. Other Business

None

F. Chair's Report

None

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

IX. A. 1-9, 12-13, D. 2-4

X. Other Business

None

XI. Adjournment

Chair Patterson adjourned the meeting at 8:00