



**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE**

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

County of Champaign, Urbana, Illinois

Wednesday, November 9, 2022 at 6:30 p.m.

Shields-Carter Meeting Room

Brookens Administrative Center

1776 East Washington Street, Urbana, Illinois

MINUTES – Approved as Distributed on January 10, 2023

Members Present: Samantha Carter, Aaron Esry, Stephanie Fortado, Jim Goss, Stan Harper, Mary King, Jenny Lokshin, Jim McGuire, Diane Michaels, Brad Passalacqua, Chris Stohr, Jennifer Straub, Steve Summers, Leah Taylor, Eric Thorsland, Bethany Vanichtheeranont, Jodi Wolken, Kyle Patterson

Members Absent: Lorraine Cowart, Jacob Paul, Emily Rodriguez, Wayne Williams

Others Present: Darlene Kloeppe (County Executive), Tami Ogden (Director of Finance), Bill Colbrook (Director of Administration), Matt Banach (Assistant State’s Attorney – Chief of Civil Division), Jeff Blue (County Engineer), George Danos (Auditor), Megan Robison (Recording Secretary)

Agenda Items

I. Call to Order

Chair Patterson called the meeting to order at 6:30 p.m.

II. Roll Call

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

III. Approval of Agenda/Addenda

MOTION by Ms. Lokshin to approve the agenda; seconded by Ms. King. Upon vote, the **MOTION CARRIED** unanimously.

IV. Approval of Minutes

A. October 11, 2022 – Regular Meeting

MOTION by Mr. Thorsland to approve the minutes of October 11, 2022; seconded by Ms. Taylor. Upon vote, the **MOTION CARRIED** unanimously.

V. Public Participation

Bryan Schluter spoke about the November 8th Election. He mentioned the technical difficulties and the very small voting locations. He gave details of how the ballots were printed on-demand and asked what their backup plan was if the technology failed. He said 10 ILCS 5/16-5 requires there to be paper ballots if there are technical difficulties. He stated that he had also contacted other counties who stated they all had paper ballots readily available in case of emergency.

VI. Communications

A. Champaign County Juvenile Detention Center Out-of-County Boarding

Mr. Patterson mentioned the out-of-county boarding memo in the packet. Ms. Fortado gave a quick synopsis of the memo and stated that the funds allocated for this served their purpose and really helped the Juvenile Detention Center in many ways.

Mr. Thorsland thanked all Veterans for their service. He also requested a list of the Veterans that work for the County so they can be recognized.

Mr. Stohr gave an update on Mahomet Aquifer mapping, explaining the new media date is November 21st and gave details of how it would look.

VII. Policy, Personnel, & Appointments

A. County Executive

1. Gallagher – Workforce Study
 - a. Recommendation to adopt a Workforce Plan

Karen Blackwell, Gallagher Senior Consultant, explained her role in the Workforce Study. She gave a PowerPoint presentation highlighting: the project approach, overview and goals, survey and focus group information, top themes and the survey results. She wrapped up her presentation with her recommendations with the priorities being: calibrate compensation, create Task Force for new recruiting & social media strategy, expand HR support, evolve HR Technology and beginning the DEI journey.

Mike Verdoorn, Gallagher Managing Principal, explained the compensation part of the Workforce Study. He also gave a PowerPoint presentation highlighting: the background and objectives, classification study, data collection methodology, compensation study and implementation costs. He listed the next steps: adopting the proposed new classification structure, selecting proposed salary structure implementation method and utilizing cost implementation estimates for budgeting purposes. Then he wrapped up his presentation with ongoing maintenance ideas.

Ms. Kloeppel mentioned the memo with her recommendations and welcomed any questions from the Board members. Ms. Fortado mentioned the overwhelming amount of information that was just given to the Board members and suggested forming a smaller committee to go through the large amount of information. Ms. Kloeppel stated that Gallagher has completed their contract and any additional work would result in additional fees.

2. Monthly HR Report – October 2022

Received and placed on file – Mr. Stohr mentioned vacant positions: 22 correctional officers, 8 court security officers, 4 deputies and 7 public defenders. He suggested including people from the Economic Development Center on the Workforce Ad Hoc Committee.

3. Appointments/Reappointments (*italics indicates incumbent*)
 - a. Resolution appointing Andy Graham to the Public Aid Appeals Committee, term 12/1/2022-11/30/2024
 - b. Resolution appointing Ryan Elwell to the Zoning Board of Appeals, term 12/1/2022-11/30/2027
 - c. Resolution appointing Robert Lee Wood Jr. to the Pesotum Fire Protection District, unexpired term ending 4/30/2024

OMNIBUS MOTION by Ms. Michaels to recommend County Board approval of resolutions appointing Andy Graham, Ryan Elwell and Robert Lee Wood Jr. to their respective committees; seconded by Ms. Taylor. Upon vote, the **MOTION CARRIED** unanimously.

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

Information only

e. Applications for open appointments

Information only

4. Request approval of the 2023 Holiday Calendar

MOTION by Ms. Fortado to recommend County Board approval of a resolution approving the 2023 Holiday Calendar; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED** unanimously.

5. Request approval of the 2023 County Board Calendar of Meetings

MOTION by Mr. Harper to recommend County Board approval of a resolution approving the 2023 County Board Calendar of Meetings; seconded by Ms. Straub. Upon vote, the **MOTION CARRIED** unanimously.

B. County Clerk

1. Monthly Report – October 2022

Received and placed on file

C. County Board

1. Resolution designating the Highway Department Conference Room as the Cowart Conference Room

MOTION by Ms. Carter to recommend County Board approval of a resolution designating the Highway Department Conference Room as the Lorraine Cowart Conference Room; seconded by Ms. Michaels. Mr. Blue stated Ms. Cowart was instrumental in hiring him, she helped to build the Highway Department building and he really believes this is a great idea. Ms. Michaels stated there is no one more capable to run the Highway Committee and she is so glad to see this happening while Ms. Cowart is still alive. Ms. Carter spoke about what a wonderful person Ms. Cowart is. Upon vote, the **MOTION CARRIED** unanimously.

D. Other Business

None

E. Chair's Report

Mr. Stohr thanked Mr. Passalacqua for the time he has served as the Deputy Chair to the Policy Committee.

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

VII. A. 3. a-c, 4, 5

VIII. Justice and 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/CountyBoard/Reports.php>

- Probation & Court Services – September 2022 & 3rd Quarter Report
- Public Defender – September & October 2022
- Animal Control – October 2022

B. Rosecrance Re-Entry Financial Report – September 2022

Received and placed on file

C. Sheriff

1. Intergovernmental Housing Agreement between the Champaign County Sheriff's Department and Kankakee County for the housing of prisoners

MOTION by Ms. King to recommend County Board approval of a resolution authorizing an intergovernmental agreement between the Champaign County Sheriff's Department and Kankakee County; seconded by Mr. Patterson. Ms. Fortado asked if the 2023 budget includes enough money for out-of-county boarding. Ms. Ogden stated the sheriff has also experienced increases for medical, so a budget amendment may be required later in the year. Upon vote, the **MOTION CARRIED** unanimously.

D. Other Business

None

E. Chair's Report

None

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

VIII. C. 1

IX. Finance

A. Budget Amendments/Transfers

1. Budget Transfer BUA 2022/10/358

Fund 1080 General Corporate / Dept 071 Public Properties, 042 Coroner, 040 Sheriff, 026 County Treasurer, 022 County Clerk, 023 Recorder, 030 Circuit Clerk, 041 State's Attorney, 025 Supervisor of Assessments, 052 Court Services – Probation, 036 Public Defender, 031 Circuit Court, 141 State's Attorney Support Enforcement, and 075 General County
Amount: \$206,220

Reason: A Board approved transfer is required to cover the FY2022 AFCSME contract wage increases in the General Fund.

MOTION by M. Vanichtheeranont to recommend County Board approval of a resolution approving budget amendment BUA 2022/10/358; seconded by Mr. Thorsland. Upon vote, the **MOTION CARRIED** unanimously.

2. Budget Amendment BUA 2022/10/369

Fund 2075 Regional Planning Commission / Dept 100 Regional Planning Commission
Increased Appropriations: \$30,000
Increased Revenue: \$30,000

Reason: To receive ISC Supportive Housing Transition funding

MOTION by Ms. Michaels to recommend County Board approval of a resolution approving budget amendment BUA 2022/10/369; seconded by Mr. Patterson. Upon vote, the **MOTION CARRIED** unanimously.

3. Budget Amendment BUA 2022/10/513
Fund 2619 Tax Sale Automation / Dept 026 County Treasurer
Increased Appropriations: \$10,100
Increased Revenue: \$10,100
Reason: Additional funds required to pay part-time staff through the end of the year

MOTION by Mr. Summers to recommend County Board approval of a resolution approving budget amendment BUA 2022/10/513; seconded by Ms. Lokshin. Ms. Fortado mentioned the Treasurer's apologies for being unable to attend tonight's meeting. Upon vote, the **MOTION CARRIED**.

B. Treasurer

1. Monthly Reports only available through April on the Treasurer's webpage

Information only

2. Champaign County Credit Card Policy

MOTION by Ms. Vanichtheeranont to recommend County Board approval of an ordinance establishing the Champaign County Credit Card Policy; seconded by Ms. Straub. Upon vote, the **MOTION CARRIED** unanimously.

3. Ordinance re-establishing an Indemnity Fund

MOTION by Mr. Patterson to recommend County Board approval of an ordinance re-establishing the Indemnity Fund; seconded by Mr. Summers. Upon vote, the **MOTION CARRIED** unanimously.

- a. Budget Amendment BUA 2022/11/15
Fund 1080 General Corporate / Dept 075 General County
Increased Appropriations: \$602,780
Increased Revenue: \$0
Reason: Reinstatement of the Indemnity Fund to ensure legal obligations related to the tax sale are met.

MOTION by Ms. Vanichtheeranont to recommend County Board approval of a resolution approving budget amendment BUA 2022/11/15; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED** unanimously.

4. Resolution authorizing the cancellation of the appropriate certificate of purchase on a mobile home, permanent parcel number 02-001-0044
5. Resolution authorizing the cancellation of the appropriate certificate of purchase on a mobile home, permanent parcel number 24-900-0021
6. Resolution authorizing the cancellation of the appropriate certificate of purchase on a mobile home, permanent parcel number 29-050-0024

OMNIBUS MOTION by Ms. Michaels to recommend County Board approval of resolutions authorizing the cancellation of the appropriate certificate of purchase on a mobile home, permanent parcel numbers 02-001-0044, 24-900-0021 and 29-050-0024; seconded by Mr. Esry. Upon vote, the **MOTION CARRIED** unanimously.

7. Resolution authorizing the County Executive to assign a mobile home tax sale certificate of purchase, permanent parcel number 15-025-0090
8. Resolution authorizing the County Executive to assign a mobile home tax sale certificate of purchase, permanent parcel number 30-058-0349

OMNIBUS MOTION by Ms. Vanichtheeranont to recommend County Board approval of resolutions authorizing the County Executive to assign mobile home tax sale certificates of purchase, permanent parcel numbers 15-025-0090 and 30-058-0349; seconded by Mr. Thorsland. Upon vote, the **MOTION CARRIED** unanimously.

C. Auditor

1. Champaign County Purchasing Policy Rules, Regulations and Procedures for Purchasing

MOTION by Mr. Patterson to recommend County Board approval of an ordinance establishing the Champaign County Purchasing Policy, Rules, Regulations and Procedures for Purchasing; seconded by Mr. Goss. Upon vote, the **MOTION CARRIED** unanimously.

2. Travel & Business Expense Policy

MOTION by Mr. Patterson to recommend County Board approval of an ordinance establishing the Champaign County Travel & Business Expense Policy; seconded by Ms. Vanichtheeranont. Ms. Straub proposed to strike the language stating “75 miles away”. Discussion continued regarding distance and the ability to make exceptions. After clarification, Ms. Straub withdrew her proposal. Upon vote, the **MOTION CARRIED** unanimously.

D. Sheriff

1. Resolution authorizing an intergovernmental agreement with the City of Champaign, the City of Urbana and Champaign County for the Edward Byrne Memorial Justice Assistance Grant

MOTION by Mr. Esry to recommend County Board approval of a resolution authorizing an intergovernmental agreement with the City of Champaign, the City of Urbana and Champaign County for the Edward Byrne Memorial Justice Assistance Grant; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED** unanimously.

E. County Executive

1. Annual Tax Levy Ordinance

MOTION by Mr. Goss to recommend County Board approval of the annual tax levy ordinance; seconded by Ms. Michaels. Upon vote, the **MOTION CARRIED** unanimously.

2. Annual Budget and Appropriation Ordinance

MOTION by Ms. Taylor to recommend County Board approval of the annual budget and appropriation ordinance; seconded by Ms. Straub. Upon vote, the **MOTION CARRIED** unanimously.

3. Ordinance providing for the issue of not to exceed \$20,000,000 General Obligation Bonds (Public Safety Sales Tax Alternate Revenue Source) for the purpose of consolidating the County’s jail facilities by constructing and equipping an addition attached to the existing satellite jail, providing for the pledge of certain revenues to the payment of principal and interest on said bonds and the levy of a direct annual tax sufficient to pay said bonds if the pledged revenues are insufficient to make such payments, and authorizing the sale of said bonds to the purchaser thereof

MOTION by Mr. Goss to recommend County Board approval of an ordinance providing for the issue of not to exceed \$20,000,000 General Obligation Bonds; seconded by Mr. Patterson. Mr. Thorsland asked Ms. Ogden to explain the change in the County's Bond Rating. Ms. Ogden stated the County's Bond Rating has been upgraded from a Aa2 to Aa1 and that will apply to both of these bond issues on the agenda. Upon vote, the **MOTION CARRIED** unanimously.

4. Ordinance providing for the issue of not to exceed \$20,000,000 General Obligation Bonds (General Sales Tax Alternate Revenue Source) for the purpose of renovating, repairing and equipping the former County Plaza building for the relocation of various County offices, providing for the pledge of certain revenues to the payment of principal and interest on said bonds and the levy of a direct annual tax sufficient to pay said bonds if the pledged revenues are insufficient to make such payments, and authorizing the sale of said bonds to the purchaser thereof

MOTION by Ms. Vanichtheeranont to recommend County Board approval of an ordinance providing for the issue of not to exceed \$20,000,000 General Obligation Bonds; seconded by Ms. Taylor. Upon vote, the **MOTION CARRIED** unanimously.

F. Other Business

None

G. Chair's Report

Ms. Fortado thanked Ms. Ogden for all of her hard work and presented her with a token of their appreciation. Ms. Ogden expressed her appreciation for the support from the County Board and Department Heads.

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

IX. A. 1-2, B. 2, 3, 3a, 4-8, C. 1-2, D. 1

X. Other Business

Mr. Patterson acknowledged the members that won't be continuing their service in the next Board term and their service.

Mr. Stohr will take recommendations for members on a Workforce Ad Hoc Committee.

XI. Adjournment

Chair Patterson adjourned the meeting at 8:17 p.m.