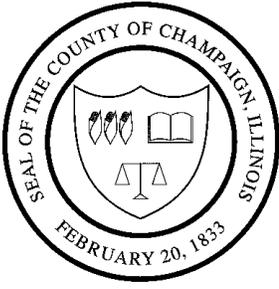


Committee of the Whole Meeting

Agenda Items - Distributed March 14, 2023

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**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE**

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

County of Champaign, Urbana, Illinois

Tuesday, February 14, 2023 at 6:30 p.m.

Shields-Carter Meeting Room

Brookens Administrative Center

1776 East Washington Street, Urbana, Illinois

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MINUTES – Subject to Approval

Members Present: Samantha Carter, Aaron Esry, Stephanie Fortado, Jim Goss, Elly Hanauer-Friedman, Stan Harper, Mike Ingram, Jennifer Locke, Jenny Lokshin, Diane Michaels, Emily Rodriguez, Jilmala Rogers, Tom ‘Ed’ Sexton, Chris Stohr, Jennifer Straub, Leah Taylor, Bethany Vanichtheeranont, Jeff Wilson, Kyle Patterson

Members Absent: Lorraine Cowart, Eric Thorsland, Wayne Williams

Others Present: Tami Ogden (Director of Finance), Michelle Jett (Director of Administration), Elisabeth Pollock (Public Defender), Aaron Ammons (County Clerk), Angela Patton (Chief Deputy County Clerk), Dustin Heurman (Sheriff), Megan Robison (Recording Secretary)

Agenda Items

I. Call to Order

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

II. Roll Call

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

III. Approval of Agenda/Addenda

MOTION by Ms. Taylor to approve the agenda; seconded by Ms. Michaels. Mr. Stohr made a friendly amendment to the motion, moving item VII. C. 1 to the beginning of the Policy section. Upon vote, the **MOTION with amendment CARRIED** unanimously.

IV. Approval of Minutes

A. January 10, 2023 – Regular Meeting

MOTION by Ms. Carter to approve the minutes of January 10, 2023; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED** unanimously.

V. Public Participation

None

VI. Communications

Mr. Wilson wished everyone a Happy Valentine’s Day.

58 VII. **Policy, Personnel, & Appointments**

59 A. County Executive

60

61 1. Monthly HR Report – January 2023

62

63 Received and placed on file

64

65 2. Recommendation to the Finance Committee for approval of the creation of the Finance Specialist
66 position in the Administrative Services Department to be assigned to Grade Range J, effective
67 February 24, 2023

68

69 **MOTION** by Ms. Straub to forward the recommendation for approval of the creation of the Finance
70 Specialist position in the Administrative Services Department to the Finance Committee; seconded by Ms.
71 Rogers. Discussion followed regarding the need for this type of position and the history of a similar position
72 in this office. Upon vote, the **MOTION CARRIED** unanimously.

73

74 3. Appointments/Reappointments (*italics indicates incumbent*)

75 a. Resolution Appointing Gerald Kellems as the Animal Control Administrator, term ending
76 2/28/2025

77

78 **MOTION** by Ms. Taylor to recommend County Board approval of a resolution appointing Gerald Kellems as
79 the Animal Control Administrator; seconded by Ms. Vanichtheeranont. Upon vote, the **MOTION CARRIED**
80 unanimously.

81

82 b. Resolution Appointing Wendy Hundley to the Rural Transit Advisory Group, term ending
83 12/31/2024

84 c. Resolution Appointing Rick Williams to the Rural Transit Advisory Group, term ending
85 12/31/2024

86

87 **OMNIBUS MOTION** by Ms. Michaels to recommend County Board approval of resolutions
88 appointing Wendy Hundley and Rick Williams to the Rural Transit Advisory Group; seconded by
89 Mr. Patterson. Discussion Upon vote, the **MOTION CARRIED** unanimously.

90

91 d. Additional County Board Liaison Appointments

92

93 **MOTION** by Mr. Esry to recommend County Board approval of a resolution appointing additional
94 County Board Liaisons; seconded by Mr. Goss. Mr. Patterson noted the remaining liaison vacancies
95 and several members discussed the opening on the Community Action Board. Upon vote, the
96 **MOTION CARRIED** unanimously.

97

98 e. Currently vacant appointments – full list and information is available on the County’s website at:
99 <http://www.co.champaign.il.us/CountyExecutive/appointments/CurrentVacantOpenings.pdf>

100

101 Information only

102

103 f. Applications for open appointments

104

105 Information only

106

107

108

109 B. County Clerk
110 1. Monthly Report – January 2023
111

112 Received and placed on file – Mr. Wilson quoted the statute 55 ILCS 5/3-2003.3 and mentioned his concern
113 that the report in the packet does not meet this requirement. Many Board members mentioned that the
114 financial status of the Clerk’s Office is within the Auditor’s report and that this is report that has been
115 provided for many years and they should have a conversation if they, as a Board, are wanting something
116 different.
117

118 C. Public Defender
119 1. Amending the schedule of authorized positions for the Public Defender’s Office
120

121 Ms. Pollock spoke to the Board about the need for this position at the January meeting and gave an update for
122 her unspent personnel funds and her decision to not fill currently vacant positions. Ms. Fortado expressed her
123 concern that if this is supported now, that the Board will also support funding for this position in FY2024.
124 Discussion continued with several Board members about the process for this request, the current office needs,
125 the history of this position within this office and the possible lawsuits if this work is not completed by
126 someone.
127

128 **MOTION** by Mr. Patterson to recommend County Board approval of a resolution amending the schedule of
129 authorized positions for the Public Defender’s Office; seconded by Ms. Lokshin. Upon vote, the **MOTION**
130 **CARRIED**.
131

132 D. Other Business
133

134 None
135

136 E. Chair’s Report
137

138 Mr. Stohr reminded the Board of the funds that were given to the Economic Development Center to attract
139 talent in Champaign County. He stated there has been great progress made on that initiative and the EDC will
140 be coming to make a presentation on their progress in March or April.
141

142 F. Designation of Items to be Placed on the Consent Agenda
143

144 VII. A. 3a-d
145

146 **VIII. Justice and Social Services**

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

- 149 • Probation & Court Services – December 2022 & 4th Quarterly Report
- 150 • Public Defender – December 2022 & January 2023
- 151 • Animal Control – December 2022 & January 2023
- 152 • Emergency Management Agency – November 2022, December 2022 & January 2023
153

154 Received and placed on file
155

156 B. Rosecrance Re-Entry Financial Report – December 2022
157

158 Received and placed on file
159

160 C. Other Business

161
162 None

163
164 D. Chair's Report

165
166 Ms. Taylor stated she is working to get Misty Bell from Rosecrance at a future meeting.

167
168 E. Designation of Items to be Placed on the Consent Agenda

169
170 None

171
172 **IX.** Finance

173 A. Budget Amendments/Transfers

174 1. Budget Transfer BUA 2022/12/961

175 Fund 2076 Tort Immunity Tax Fund / Dept 075 General County

176 Amount: \$20,936

177 Reason: The 2022 workers compensation renewal resulted in greater than expected rate increases and
178 higher-than-expected costs. This coupled with the collective bargaining wage increases, led to greater
179 than budgeted workers compensation costs.

180
181 **MOTION** by Ms. Michaels to recommend County Board approval of a resolution approving budget transfer
182 BUA 2022/12/961; seconded by Ms. Vanichtheeranont. Upon vote, the **MOTION CARRIED** unanimously.

183
184 2. Budget Transfer BUA 2022/12/1717

185 Fund 1080 General Corporate / Dept 020 Auditor

186 Amount: \$595.50

187 Reason: To cover the cost of envelopes that arrived much earlier than anticipated.

188
189 **MOTION** by Mr. Ingram to recommend County Board approval of a resolution approving budget transfer
190 BUA 2022/12/1717; seconded by Ms. Vanichtheeranont. Upon vote, the **MOTION CARRIED** unanimously.

191
192 3. Budget Transfer BUA 2022/12/1756

193 Fund 1080 General Corporate / Dept 057 Deputy Merit Commission & 140 Correctional Center

194 Amount: \$16,554

195 Reason: To transfer funds for new employee psychological exams and inmate pharmacy costs.

196
197 **MOTION** by Ms. Taylor to recommend County Board approval of a resolution approving budget transfer
198 BUA 2022/12/1756; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED** unanimously.

199
200 4. Budget Transfer BUA 2022/12/1941

201 Fund 2679 Child Advocacy Center / Dept 179 Child Advocacy Center

202 Amount: \$1,731

203 Reason: To transfer excess personnel funds to cover insurance billing.

204
205 **MOTION** by Ms. Michaels to recommend County Board approval of a resolution approving budget transfer
206 BUA 2022/12/1941; seconded by Ms. Carter. Upon vote, the **MOTION CARRIED** unanimously.

207
208
209
210

- 211 5. Budget Amendment BUA 2022/12/1716
212 Fund 1080 General Corporate / Dept 026 County Treasurer
213 Increased Appropriations: \$27,012
214 Increased Revenue: \$0
215 Reason: To cover variances for the FY2017 and FY2018 Accounts Payable and General Corp bank
216 accounts.

217
218 **MOTION** by Ms. Vanichtheeranont to recommend County Board approval of a resolution approving budget
219 amendment BUA 2022/12/1716; seconded by Ms. Taylor. Ms. Michaels stated her frustration with this just
220 now coming to light. Ms. Fortado explained that we have had five treasurers in this time who did not clean up
221 these items. Ms. Ogden explained that the Chief Deputy Auditor discovered these items and did not receive
222 support to figure out where these items came from. Upon vote, the **MOTION CARRIED**.

- 223
224 6. Budget Amendment BUA 2022/12/1759
225 Fund 1080 General Corporate & 2611 County Clerk Surcharge Fund / Dept 022 County Clerk
226 Increased Appropriations: \$13,089.15
227 Increased Revenue: \$122
228 Reason: To address budget shortages in offices supplies, marriage surcharge, outside services,
229 temporary staff, travel gas and election worker lines.

230
231 **MOTION** by Ms. Straub to recommend County Board approval of a resolution approving budget amendment
232 BUA 2022/12/1759; seconded by Ms. Locke. Upon vote, the **MOTION CARRIED**.

- 233
234 7. Budget Amendment BUA 2022/12/1777
235 Fund 1080 General Corporate / Dept 023 Recorder
236 Increased Appropriations: \$12,587
237 Increased Revenue: \$12,587
238 Reason: Appropriation required to send the State's portion of the Rental Housing Support Program
239 fees that have been collected.

240
241 **MOTION** by Mr. Ingram to recommend County Board approval of a resolution approving budget
242 amendment BUA 2022/12/1777; seconded by Ms. Carter. Ms. Ogden corrected the increased appropriations
243 to correctly reflect the budget amendment in the packet to \$11,328.22. Mr. Ingram and Ms. Carter agreed to
244 the friendly amendment to their motion. Ms. Fortado also gave some background of where these funds go and
245 how the Clerk is advocating for a larger amount to stay within the County. Upon vote, the **MOTION**
246 **CARRIED** unanimously.

- 247
248 8. Budget Amendment BUA **2023**/1/437
249 Fund 2075 Regional Planning Commission / Dept 100 Regional Planning Commission
250 Increased Appropriations: \$286,000
251 Increased Revenue: \$286,000
252 Reason: To receive Homeless and Housing Innovations' grant funds.

253
254 **MOTION** by Ms. Vanichtheeranont to recommend County Board approval of a resolution approving budget
255 amendment BUA 2023/1/437; seconded by Ms. Straub. Upon vote, the **MOTION CARRIED** unanimously.

- 256
257 9. Budget Amendment BUA **2023**/1/543
258 Fund 1080 General Corporate / Dept 042 Coroner
259 Increased Appropriations: \$5,130
260 Increased Revenue: \$5,130
261 Reason: Unspent grant funds received in FY22 need to be added to the FY23 budget for expenditure.

262 **MOTION** by Ms. Michaels to recommend County Board approval of a resolution approving budget
263 amendment BUA 2023/1/543; seconded by Mr. Goss. Upon vote, the **MOTION CARRIED** unanimously.
264

265 B. Treasurer

266 1. Monthly Reports through July 2022 are available on the Treasurer’s webpage
267

268 Information only
269

270 2. Resolution Authorizing the Cancellation of the Appropriate Certificate of Purchase on a Mobile
271 Home, permanent parcel 30-054-0054
272

273 **MOTION** by Ms. Vanichtheeranont to recommend County Board approval of a resolution authorizing the
274 cancellation of the appropriate certificate of purchase on a mobile home; seconded by Ms. Straub. Upon vote,
275 the **MOTION CARRIED** unanimously.
276

277 C. Auditor

278 1. Monthly Report – December 2022 – Reports are available on the Auditor’s webpage
279

280 Received and placed on file
281

282 D. County Executive

283 1. Resolution Abating Certain Taxes Hereto Levied to Pay the Principal of and Interest on Various
284 Outstanding Bond of the County of Champaign, Illinois
285

286 **MOTION** by Mr. Goss to recommend County Board approval of a resolution abating certain taxes hereto
287 levied to pay the principal of an interest on various outstanding bond of the County of Champaign, Illinois;
288 seconded by Ms. Rogers. Upon vote, the **MOTION CARRIED** unanimously.
289

290 2. Recommendation to the County Board for approval of the creation of the Finance Specialist position
291 in the Administrative Services Department to be assigned to Grade Range J, effective February 24,
292 2023
293

294 **MOTION** by Ms. Lokshin to recommend County Board approval of a resolution approving the creation of
295 the Finance Specialist position in the Administrative Services Department to be assigned to Grade Range J;
296 seconded by Mr. Patterson. Upon vote, the **MOTION CARRIED** unanimously.
297

298 E. Sheriff

299 1. Contract for Inmate Food & Commissary Services, pursuant to RFP 2022-011
300

301 **MOTION** by Mr. Esry to recommend County Board approval of a resolution approving the contract for
302 Inmate Food & Commissary Services; seconded by Ms. Vanichtheeranont. Mr. Wilson asked how the meal
303 quality compares to the current vendor. Sheriff Heuerman explained the background of this decision to
304 change vendors and that there are ways to make changes to contract if they are not providing good quality
305 food. Upon vote, the **MOTION CARRIED** unanimously.
306

307 F. County Clerk

308 1. Ordinance Authorizing Statutory Fee Increase on Recordings in Champaign County, Illinois
309
310
311

312 **MOTION** by Ms. Michaels to recommend County Board approval of an ordinance authorizing statutory fee
313 increase on recordings in Champaign County, Illinois; seconded by Ms. Lokshin. Discussion followed to
314 clarify that this statutory fee increase is the only increase to the recordings and that if they don't approve this
315 ordinance, the County will still have to pay these fees to the State. Upon vote, the **MOTION CARRIED**
316 unanimously.

317
318 G. Other Business

319
320 Mr. Goss requested the Treasurer begin coming to the Committee of the Whole meetings.

321
322 H. Chair's Report

323
324 Ms. Fortado gave an update for the Urbana recreation center and that she has requested Tim from Urbana
325 Park District to come speak at the February County Board Meeting. She also stated they would be bringing
326 other proposals at the March and April meetings.

327
328 I. Designation of Items to be Placed on the Consent Agenda

329
330 IX. A. 1-4, 7-9, B. 2, D. 1-2, E. 1, F. 1

331
332 X. Other Business

333
334 None

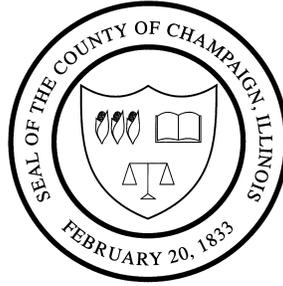
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336 XI. Adjournment

337
338 Chair Patterson adjourned the meeting at 8:01 p.m.

Kyle Patterson
Chair

kylepatterson@co.champaign.il.us

Samantha Carter
Vice-Chair



Brookens Administrative Center
1776 East Washington Street
Urbana, Illinois 61802
Phone (217) 384-3772
Fax (217) 384-3896

**Office of
County Board
Champaign County, Illinois**

MEMORANDUM

TO: County Board Members
FROM: Kyle Patterson, County Board Chair
DATE: March 14, 2023
RE: Community Violence Prevention Task Force Appointment

In April 2022, the County Board passed Resolution No. 2022-85 establishing the Community Violence Prevention Task Force. This Task Force was established to guide the process of investing a portion of the American Rescue Plan Act funds for the prevention of community violence.

This Task Force was made up of seven County Board members. Six of those members still hold a current seat on the County Board. There is one vacant position that was previously held by Mr. McGuire. I have spoken with the Republican Caucus, and I am recommending the appointment of Mr. Sexton to the vacant position on the Community Violence Prevention Task Force.

RESOLUTION NO. 2022-85

RESOLUTION ESTABLISHING AND APPOINTING MEMBERS TO THE CHAMPAIGN COUNTY COMMUNITY VIOLENCE PREVENTION TASK FORCE

WHEREAS, Champaign County has received funds from the American Rescue Plan Act; and

WHEREAS, The Champaign County Board intends to invest a portion of the American Rescue Plan Act funds into community violence prevention in Champaign County; and

WHEREAS, The Champaign County Board wishes to establish a Community Violence Prevention Task Force to guide the process of funding projects to prevent community violence; and

WHEREAS, The Community Violence Prevention Task Force will be made up of members of the Champaign County Board to be appointed by the County Board Chair; and

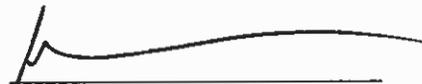
WHEREAS, The County Board Chair has selected the following members to serve on the Champaign County Community Violence Prevention Task Force:

Kyle Patterson – Chair
Stephanie Fortado – Vice-Chair
Samantha Carter
Aaron Esry

Jenny Lokshin
Jim McGuire
Diane Michaels

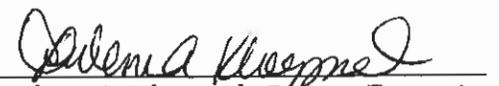
NOW THEREFORE, BE IT RESOLVED, By the County Board of Champaign County that the County Board establishes a Community Violence Prevention Task Force which shall consist of Kyle Patterson, Stephanie Fortado, Samantha Carter, Aaron Esry, Jenny Lokshin, Jim McGuire and Diane Michaels.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of April, A.D. 2022.



Kyle Patterson, Chair
Champaign County Board

ATTEST: 
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: 4/29/22

Approved: 
Darlene A. Kloepfel, County Executive
Date: 4-28-22