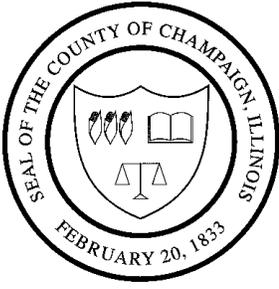


Committee of the Whole Meeting

Agenda Items - Distributed November 14, 2023

<u>Agenda Items</u>	<u>Page #</u>
IV. <u>Approval of Minutes</u>	
A. October 10, 2023 – Regular Meeting	1-6
IX. <u>Policy, Personnel, & Appointments</u>	
A. County Executive	
2. Appointments/Reappointments (<i>italics indicates incumbent</i>)	
d. Resolution Appointing Cynthia Cunningham to the Zoning Board of Appeals, term ending 11/30/2028	7-8
e. Resolution Appointing Christopher Flesner to the Zoning Board of Appeals, term ending 11/30/2028	9-10
f. Resolution Appointing Brian Andersen to the Zoning Board of Appeals, term ending 11/30/2028	11



**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE**

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

County of Champaign, Urbana, Illinois

Tuesday, October 10, 2023 at 6:30 p.m.

Shields-Carter Meeting Room

Brookens Administrative Center

1776 East Washington Street, Urbana, Illinois

10

11 **MINUTES – Subject to Approval**

12 **Members Present:** John Farney, Stephanie Fortado, Elly Hanauer-Friedman, Mike Ingram, Jennifer
13 Locke, Jenny Lokshin, Diane Michaels, Kyle Patterson, Emily Rodriguez, Jilmala
14 Rogers, Tom ‘Ed’ Sexton, Chris Stohr, Jennifer Straub, Leah Taylor, Bethany
15 Vanichtheeranont and Jeff Wilson

16
17 **Members Absent:** Samantha Carter, Lorraine Cowart, Aaron Esry, Brett Peugh, Eric Thorsland

18
19 **Others Present:** Steve Summers (County Executive), Michelle Jett (Director of Administration),
20 Judge Rosenbaum (Presiding Judge), Liz Pollock (Public Defender), Megan Robison
21 (Recording Secretary)

22 **Agenda Items**

23

24 **I. Call to Order**

25

26 Chair Patterson was delayed and in Ms. Carter’s absence, he requested Ms. Taylor begin the meeting. Ms.
27 Taylor called the meeting to order at 6:30 p.m.

28

29 **II. Roll Call**

30

31 Roll Call was taken, and a quorum was declared present.

32

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

34

35 **MOTION** by Ms. Straub to approve the agenda; seconded by Mr. Sexton. Upon vote, the **MOTION**
36 **CARRIED** unanimously.

37

38 **IV. Approval of Minutes**

39 A. September 12, 2023 – Regular Meeting

40

41 **MOTION** by Ms. Michaels to approve the minutes of September 12, 2023; seconded by Mr. Farney. Mr.
42 Farney asked for his name to be added to the members present and correctly show he made the motion for
43 appointment to the St. Joseph-Stanton Fire Protection District. Those corrections were accepted as a friendly
44 amendment to the motion. Upon vote, the **MOTION CARRIED** unanimously.

45

46 **V. Public Participation**

47

48 Mr. Patterson entered the meeting at 6:32 p.m.

49

50 Leslie Erdman, Circuit Court Clerk, spoke about the budget amendment to correct wage disparities in her
51 department and help with employee retention. She explained how complex the work of a Court Clerk can be
52 and how long it takes to train new employees.

53

54 **VI. Communications**

55

56 Mr. Ingram mentioned the passing of former Champaign County Democratic Party Chair Al Kline. In lieu of
57 flowers, payments can be made to the Friends of the Urbana Free Library or Champaign Urbana Tenants
58 Union in his name.

59 Mr. Stohr reminded everyone of the residential electronic recycling event that will take place on October 14th.
60

61 **VII. Justice and Social Services**

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

- 64 • Probation & Court Services – August 2023
- 65 • Public Defender – September 2023
- 66 • Emergency Management Agency – September 2023
- 67 • Animal Control – June 2023
- 68 • Veterans’ Assistance Commission – 2021 & 2022 Annual Reports

69
70 Received and placed on file – Mr. Wilson asked why Animal Control is just now posting their June report.
71 Ms. Jett reminded the Board that this is a very busy department that had a rough start to the year in regard to
72 staffing. They are doing their best to get caught up on the reports.
73

74 B. Rosecrance Re-Entry Financial Report – August 2023

75
76 Information only

77
78 C. Other Business

79
80 None

81
82 D. Chair’s Report

83
84 None

85
86 E. Designation of Items to be Placed on the Consent Agenda

87
88 None

89
90 **VIII. Policy, Personnel, & Appointments**

91 A. County Executive

92 1. Monthly HR Report – September 2023

93
94 Received and placed on file

95
96 2. Appointments/Reappointments (*italics indicates incumbent*)

97 a. Resolution Appointing *Daniel Noel* to the Drainage District #2 Town of Scott, term ending
98 8/31/2026

99 b. Resolution Appointing *Dennis Bergman* to the Salt Fork Drainage District, term ending
100 8/31/2026

101 c. Resolution Appointing *Martha Newton* to the Rural Transit Advisory Group, term ending
102 12/31/2024

103 d. Resolution Appointing *Mary Lakey* to the Yearsley Cemetery Association, term ending 6/30/2029

104 e. Resolution Appointing *Joseph Marriott* to the Yearsley Cemetery Association, term ending
105 6/30/2029

106
107 **OMNIBUS MOTION** by Ms. Michaels to recommend County Board approval of resolutions appointing
108 Daniel Noel, Dennis Bergman, Martha Newton, Mary Lakey and Joseph Marriott to their respective
109 committees; seconded by Ms. Locke. Upon vote, the **MOTION CARRIED** unanimously.

110 f. Currently vacant appointments – full list and information is available on the County’s website
111
112 Information only
113
114 g. Applications for open appointments
115
116 Information only
117
118 3. Job Content Evaluation Committee
119 a. Approval of the creation of the Senior Secretary position in the Circuit Clerk’s Office, effective
120 October 19, 2023
121
122 **MOTION** by Ms. Straub to recommend County Board approval of a resolution creating the Senior Secretary
123 position in the Circuit Clerk’s Office; seconded by Ms. Taylor. Ms. Fortado explained this changing a current
124 position to a lower pay grade level. Upon vote, the **MOTION CARRIED** unanimously.
125
126 b. Approval of the creation of the Case Manager position in the Circuit Court, effective October 19,
127 2023
128
129 **MOTION** by Mr. Farney to recommend County Board approval of a resolution creating the Case Manager
130 position in the Circuit Court; seconded by Ms. Taylor. Upon vote, the **MOTION CARRIED** unanimously.
131
132 B. County Clerk
133 1. Monthly Fees Report – September 2023
134
135 Received and placed on file
136
137 C. Other Business
138
139 None
140
141 D. Chair’s Report
142
143 None
144
145 E. Designation of Items to be Placed on the Consent Agenda
146
147 VIII. A. 2. a-e, 3. a-b
148
149 **IX. Finance**
150 A. Budget Amendments/Transfers
151 1. Budget Amendment BUA 2023/9/490
152 Fund 2634 Public Defender Grant Fund / Dept 036 Public Defender
153 Increased Appropriations: \$132,422.41
154 Increased Revenue: \$132,422.41
155 Reason: Received a grant from AOIC to supplement the existing Public Defender’s budget.
156
157 **MOTION** by Mr. Ingram to recommend County Board approval of a resolution approving budget
158 amendment BUA 2023/9/490; seconded by Ms. Michaels. Upon vote, the **MOTION CARRIED**
159 unanimously.
160
161

- 162 2. Budget Amendment BUA 2023/9/457
163 Fund 1080 General Corporate / Dept 031 Circuit Court
164 Increased Appropriations: \$14,089
165 Increased Revenue: \$0
166 Reason: Wage adjustments for several court clerks for the remainder of FY2023.

167
168 **MOTION** by Ms. Lokshin to recommend County Board approval of a resolution approving budget
169 amendment BUA 2023/9/457; seconded by Ms. Straub. Judge Rosenbaum explained that the Union brought
170 some wage disparities to his attention, and they worked out a memorandum of understanding to correct those
171 issues. He only needs \$2,684 to correct those disparities for the remainder of FY2023.

172 **MOTION to AMEND** by Michaels to approve \$2,684 and differ the remaining amount to November;
173 seconded by Ms. Rogers. Ms. Fortado believes this is definitely something that must be corrected but this is
174 not the only department having these same issues. Currently, Administrative Services is working on a plan to
175 fix these issues throughout the County and they will be presenting the plan in November.

176 Upon vote, the **MOTION to amend CARRIED**.

177 Upon vote, the **MOTION** to recommend County Board approval of the amended amount **CARRIED**.

178

179 B. Treasurer

- 180 1. Monthly Report – July & August 2023 – Reports are available on the Treasurer’s webpage

181

182 Received and placed on file

183

- 184 2. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home,
185 permanent parcel 04-006-0143

- 186 3. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home,
187 permanent parcel 04-006-0236

- 188 4. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home,
189 permanent parcel 04-006-0307

- 190 5. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home,
191 permanent parcel 29-050-0077

- 192 6. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home,
193 permanent parcel 30-058-0260

194

195 **OMNIBUS MOTION** by Mr. Farney to recommend County Board approval of resolutions authorizing the
196 cancellation of the appropriate certificate of purchase on mobile homes, permanent parcels listed; seconded by
197 Ms. Vanichtheeranont. Upon vote, the **MOTION CARRIED** unanimously.

198

199 C. Auditor

- 200 1. Monthly Report – August 2023 – Reports are available on the Auditor’s webpage

201

202 Received and placed on file

203

204 D. Regional Planning Commission

- 205 1. FY2024 Budget Adjustment of Fund 2109 – Indoor Climate Research and Training (ICRT)

206

207 Information only – Ms. Fortado explained the Regional Planning Commission will be receiving more grant
208 funds than originally anticipated in the budget documents and they just wanted to be completely transparent
209 about the changes.

210

211

212

213

214 E. County Executive

215 1. Recommendation to the County Board to receive and place on file the FY2024 Tentative Budget

216

217 **MOTION** by Mr. Patterson to recommend County Board approval of a resolution receiving and placing on
218 file the FY2024 Tentative Budget; seconded by Ms. Vanichtheeranont. Discussion continued about a memo
219 from the Treasurer's Office regarding additional funds for temporary staff. The Board requested more
220 information about adjustments that have been given in the past before they make a decision on this request.
221 Ms. Fortado mentioned the expenditure to revenue deficit has decreased to \$559,521 due to several
222 retirements. Upon vote, the **MOTION CARRIED** unanimously.

223

224 2. Veterans' Assistance Commission funding requests

225

226 In September, Finance Chair Fortado asked the liaison to the Veterans' Assistance Commission, Mr. Wilson,
227 to help facilitate responses to four questions.

228

229 1) Are there efforts to ensure that the Veterans who receive direct assistance through the VAC can
230 learn about the services that will be provided through the Stop the Violence initiative (and vice
231 versa)? How will that outreach be accomplished?

232

233 Mr. Wilson explained they are still in planning stages of how the outreach will be accomplished but they have
234 set a date of December 2nd to present the program to the public in Rantoul. Mr. Walker will also be meeting
235 with the Community Development Group on October 11th. This doesn't answer the question in full but shows
236 they are making progress in a positive direction.

237

238 2) The Stop the Violence group committed to conducting a needs assessment of our County's
239 veterans. The VAC could also benefit from a similar assessment, especially as we consider
240 expanding or enhancing the direct assistance we provide. Can we coordinate the Stop the
241 Violence assessment with some questions from the VAC, so we can better gauge the needs of our
242 veteran population with one comprehensive assessment?

243

244 Mr. Wilson stated that Mr. Walker will be meeting with Ms. Jett and Kathy Larson on October 12th to discuss
245 the needs assessment and they are working to include questions that will be helpful to the VAC.

246

247 3) There was speculation at a previous board meeting that the services proposed by the Stop the
248 Violence initiative would not be eligible expenses for the VAC under state statute, can you please
249 ask the State's Attorney's Office to weigh in?

250

251 Mr. Wilson spoke with the State's Attorney's Office and they are going to research this topic and provide a
252 response.

253

254 4) Can you facilitate communication between the Director of the Mental Health Board and those at
255 Stop the Violence to discuss bookkeeping and financial audit requirements if they were to apply
256 for the Mental Health Board's annual grant programs.

257

258 Mr. Wilson began the discussion with Lynn Canfield and they will continue these discussions as they receive
259 information back from the State's Attorney's Office regarding whether these expenses are eligible under the
260 VAC's state statute.

261

262

263

264

265

266 3. Increased revenue options
267
268 Ms. Fortado clarified with the Board that they want to ask the State’s Attorney’s Office to research the
269 requirements for an increase to the Public Safety Sales Tax and the elimination of PTELL. They will make a
270 decision on which route to take after receiving more information.
271
272 F. Other Business
273
274 None
275
276 G. Chair’s Report
277
278 None
279
280 H. Designation of Items to be Placed on the Consent Agenda
281
282 IX. A. 1, B. 2-6
283
284 X. **Other Business**
285
286 None
287
288 XI. **Adjournment**
289
290 Chair Patterson adjourned the meeting at 7:36 p.m.
291
292

Cynthia Cunningham

Champaign County IL | Generated 11/9/2023 @ 12:25 pm by OnBoard2 - Powered by ClerkBase

Status

Name Cynthia Cunningham
Application Date 11/6/2023
Expiration Date 11/6/2122
Board Member [Cynthia Cunningham](#)
Status Validated

Board	Vacancies	Status
Zoning Board of Appeals	0	Pending

Basic Information

Name
Cynthia Cunningham

What experience and background do you have which you believe qualifies you for this appointment?

I have many years of experience serving on boards. I work well with teams on a variety of issues to arrive at the best possible outcomes for the organizations. I live in rural Champaign County and

What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?

It is my understanding that the board hears appeals of decisions rendered by zoning administrators. Interpret unclear provisions in the zoning ordinance, decides on applications by landowners to permit buildings or land uses which vary from the zoning regulations 12. In general, the ZBA is responsible for overseeing variances and exceptions to zoning regulations. The board is also responsible for determining the appropriate interpretation of unclear provisions of the zoning ordinance and granting minor exceptions to the existing zoning rules.

Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

Champaign County Sheriff's Merit Commission, Illinois Older Adult Services Advisory Committee, Illinois Adult Day Services Association, Illinois Association of Community Care Program Homecare Providers

Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.

no

Would you be available to regularly attend the scheduled meeting of the appointed body? If no, please explain.

yes

Other Questions

Question #2

What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

I believe the role of a member of this board is to make certain that the use of land in Champaign County is consistent with the goals of our county and respects the wishes of landowners. I will be a thoughtful member of this board who carefully considers the issues before making any decisions.

Gender

Contact Information

Address
2641 County Road 2050N
Saint Joseph, IL 61873

Email
cemcunningham@gmail.com

Phone
217-202-5450

Cell Phone
217-202-5450

Occupation

Professional Licenses
n/a

Registrations/Certifications
n/a

Additional Information

Notes

What is your gender?

Female

Ethnicity

What is your ethnicity?

White

Generated 11/9/2023 @ 12:25 pm

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Christopher H. Flesner

ADDRESS: 2097 County road 2485N Thomisboro IL 61878
Street City State Zip Code

EMAIL: flesnerchris@yahoo.com PHONE: 217-419-7567

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: ZBA

BEGINNING DATE OF TERM: _____ ENDING DATE: _____

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, A CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment/reappointment?

I have been in the construction trades for almost 25 years, 20 of those years being a member of the the pipetrades

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

The role would be working for the individuals of the county whom have issues with zoning or with zoning in their neighborhood. I would envision listening to other neighbors as well as property owners about a project going on whether they are for it or not.

3. What is your knowledge of the appointed body's operations, specifically property holdings and management, staff, taxes, fees?

As far as the board goes its to settle disagreements between neighbors or the county about how an area is zoned.

4. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes No If yes, please explain:

5. Would you be available to regularly attend the scheduled meeting of the appointed body?

Yes No If no, please explain:

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.



Signature

11-1-23

Date

Brian Mason Andersen

Champaign County IL | Generated 11/9/2023 @ 12:25 pm by OnBoard2 - Powered by ClerkBase

Status

Name Brian Mason Andersen
Application Date 10/31/2023
Expiration Date 10/31/2122
Board Member [Brian M Andersen](#)
Status Validated

Board	Vacancies	Status
Zoning Board of Appeals	0	Pending

Basic Information

Name
Brian Mason Andersen
What experience and background do you have which you believe qualifies you for this appointment?
16+ years of construction experience

What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?
they are the first step for any citizen or developer to ask for any kind of zoning approval or variances. they make recommendations to the main board on these issues.

Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

village of Mahomet Building code and review appeals board

Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.

no

Would you be available to regularly attend the scheduled meeting of the appointed body? If no, please explain.

yes unless required to attend other IBEW meetings out of town

Other Questions

Question #2

What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?
to do what is best for the public interest.

Gender

What is your gender?
Male

Ethnicity

What is your ethnicity?
White

Generated 11/9/2023 @ 12:25 pm

Contact Information

Address
1209 N Lake of the Wood Rd
champaign, IL 61853

Email
bandersen@ibew601.org

Phone
2174934239

Occupation

Registrations/Certifications
Journeyman Wireman

Additional Information

Notes