



**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE**

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

County of Champaign, Urbana, Illinois

Tuesday, December 12, 2023 at 6:30 p.m.

Shields-Carter Meeting Room

Brookens Administrative Center

1776 East Washington Street, Urbana, Illinois

MINUTES – Approved as Distributed on January 9, 2024

Members Present: Aaron Esry, John Farney, Stephanie Fortado, Elly Hanauer-Friedman, Jennifer Locke, Jenny Lokshin, Diane Michaels, Kyle Patterson, Brett Peugh, Tom ‘Ed’ Sexton, Chris Stohr, Jennifer Straub, Leah Taylor, Eric Thorsland, Bethany Vanichtheeranont and Jeff Wilson

Members Absent: Samantha Carter, Lorraine Cowart, Emily Rodriguez, Jilmala Rogers, Mike Smith

Others Present: Steve Summers (County Executive), Michelle Jett (Director of Administration), Travis Woodcock (Budget Director), Dustin Heuerman (Sheriff), Susan McGrath (Circuit Clerk), David Murphy (VAC Superintendent), Kari Miller (Executive Director - Child Advocacy Center), and Megan Robison (Recording Secretary)

Agenda Items

I. Call to Order

Chair Patterson called the meeting to order at 6:32 p.m.

II. Roll Call

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

III. Approval of Agenda/Addenda

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

IV. Approval of Minutes

A. November 14, 2023 – Regular Meeting

MOTION by Ms. Locke to approve the minutes of November 14, 2023; seconded by Mr. Thorsland. Friendly amendment by Mr. Farney to correct the vote under other business to show he voted nay. Upon vote, the **MOTION with amendment CARRIED** unanimously.

V. Public Participation

None

VI. Communications

Ms. Michaels said she attended the Stop the Violence event in Rantoul. She thought it was a wonderful, well-attended event. This was a good use of ARPA funds.

Ms. Lokshin wished everyone a Happy Hanukah to all County residents that celebrate this holiday.

Ms. Hanauer-Friedman, as the Head Start liaison, shared an update that Head Start has made some great progress with hiring here recently.

Mr. Patterson reminded the Board members of Employee Appreciation Day.

VII. Justice and Social Services

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

- Probation & Court Services – October 2023
- Public Defender – November 2023
- Emergency Management Agency – October 2023
- Animal Control – July, August, September & October 2023

Received and placed on file

B. Rosecrance Re-Entry Financial Report – October 2023

Information only – Mr. Wilson gave a shoutout to Rosecrance for attending the Stop the Violence event for veterans.

C. Other Business

Ms. Taylor wanted to bring to the Board’s attention the lack of monthly reports from the Veterans’ Assistance Commission since 2019. She requested for Mr. Wilson, the liaison to the VAC, work with them on getting those posted. Mr. Murphy stated his predecessor did not train him on this task and he was not aware of the requirement. He will be working to post the information that he has available.

D. Chair’s Report

None

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

None

VIII. Policy, Personnel, & Appointments

A. County Executive

1. Monthly HR Report – November 2023

Received and place on file – Mr. Stohr mentioned the numerous vacancies within corrections. Mr. Wilson asked how the corrections department is functioning with this many vacancies. Ms. Fortado reminded Mr. Wilson that we have closed the downtown jail and moved inmates out-of-county until the jail renovations are complete. Ms. Jett mentioned that they have filled several of these positions since this report was compiled.

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

- a. Resolution Appointing *Gary Musson* to the Craw Cemetery Association, term ending 6/30/2029
- b. Resolution Appointing Cheryl Yearsley to the Yearsley Cemetery Association, term ending 6/30/2029

OMNIBUS MOTION by Ms. Michaels to recommend County Board approval of resolutions appointing Gary Musson and Cheryl Yearsley to their respective cemetery associations; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED** unanimously.

- c. Resolution Appointing Danny Ehmen to the St. Joseph-Stanton Fire Protection District, term ending 4/30/2025

MOTION by Mr. Esry to recommend County Board approval of a resolution appointing Danny Ehmen to the St. Joseph-Stanton Fire Protection District; seconded by Mr. Farney. Mr. Esry mentioned the many good things Mr. Ehmen has done for the department and how that he would fit great in this role. Upon vote, the **MOTION CARRIED** unanimously.

- d. Resolution Appointing *Jon Youakim* to the Mental Health Board, term 1/1/2024-12/31/2027
- e. Resolution Appointing Christopher Miner to the Mental Health Board, term 1/1/2024-12/31/2027

OMNIBUS MOTION by Ms. Straub to recommend County Board approval of resolutions appointing Jon Youakim and Christopher Miner to the Mental Health Board; seconded by Mr. Patterson. Upon vote, the **MOTION CARRIED** unanimously.

- f. Resolution Appointing Mohammad Ullah (D) to the Champaign-Urbana Mass Transit District, term 1/1/2024-12/31/2028

MOTION by Ms. Vanichtheeranont to recommend County Board approval of a resolution appointing Mohammad Ullah to the Champaign-Urbana Mass Transit District; seconded by Mr. Thorsland. Upon vote, the **MOTION CARRIED** unanimously.

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

Information only

- 3. Job Content Evaluation Committee
 - a. Approval of the creation of the Junior Systems Administrator position in the Information Technology Department, effective December 1, 2023

MOTION by Ms. Taylor to recommend County Board approval of a resolution creating the Junior Systems Administrator position in the Information Technology Department; seconded by Ms. Locke. Upon vote, the **MOTION CARRIED** unanimously.

- b. Approval of the creation of the Administrative Assistant position in the Veterans’ Assistance Commission Office, effective January 1, 2024

MOTION by Mr. Wilson to recommend County Board approval of a resolution creating the Administrative Assistant position in the Veterans’ Assistance Commission; seconded by Ms. Hanauer-Friedman. Mr. Murphy described the history of this position, the functions that will be handled by this position and explained this person would not be an accredited Veterans’ Service Officer. Upon vote, the **MOTION CARRIED** unanimously.

B. County Clerk

- 1. Monthly Fees Report – November 2023

Received and placed on file

C. County Board

1. Broadband Task Force Appointments – 3 positions

MOTION by Mr. Esry to recommend County Board approval of a resolution appointing Bailey Conrady, Jeff Wilson and Mike Smith to the Broadband Task Force and also appointing Ms. Conrady as the Chair of the Task Force; seconded by Ms. Michaels. 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. A. 2. a-f, 3a-b, C. 1

IX. Finance

A. Budget Amendments/Transfers

1. Budget Amendment BUA 2023/12/162

Fund 6476 Self-Funded Insurance / Dept 119 Workers Comp Insurance

Increased Appropriations: \$115,656

Increased Revenue: \$0

Reason: To pay Workers' Compensation claims for the remainder of FY2023.

MOTION by Ms. Vanichtheeranont to recommend County Board approval of a resolution approving budget amendment BUA 2023/12/162; seconded by Mr. Sexton. Upon vote, the **MOTION CARRIED** unanimously.

2. Budget Amendment BUA 2023/12/114

Fund 1080 General Corporate / Dept 140 Correctional Center

Increased Appropriations: \$470,145

Increased Revenue: \$0

Reason: To cover operational expenses that were difficult to predict when creating the FY2023 budget.

MOTION by Ms. Locke to recommend County Board approval of a resolution approving budget amendment BUA 2023/12/114; seconded by Ms. Lokshin. Ms. Fortado reminded the Board that they expected to have a surplus at the end of the year and the majority of this expense was already accounted for when calculating that surplus. Upon vote, the **MOTION CARRIED** unanimously.

3. Budget Amendment BUA 2023/12/140

Fund 2679 Child Advocacy Center / Dept 176 Child Advocacy Center

Increased Appropriations: \$17,000

Increased Revenue: \$17,000

Reason: To use additional grant funds to cover staff salary increases.

MOTION by Mr. Farney to recommend County Board approval of a resolution approving budget amendment BUA 2023/12/140; seconded by Ms. Straub. Mr. Farney asked if this grant is ongoing and Ms. Miller explained that the majority of it is ongoing. Ms. Jett reminded the Board that the CAC is fully grant funded. Upon vote, the **MOTION CARRIED** unanimously.

B. Treasurer

1. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent parcel 04-004-0028
2. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent parcel 04-006-0088
3. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent parcel 04-006-0089
4. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent parcel 14-019-0130
5. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent parcel 14-020-0158
6. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent parcel 30-060-0024
7. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent parcel 30-060-0143
8. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent parcel 04-006-0109
9. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent parcel 30-058-0299
10. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent parcel 11-013-0070
11. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent parcel 30-055-0842
12. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent parcel 20-032-0062

OMNIBUS MOTION by Ms. Michaels to recommend County Board approval of resolutions authorizing the cancellation of the appropriate Certificate of Purchase on mobile homes as listed above; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED** unanimously.

C. Auditor

1. Monthly Report – October 2023 – Reports are available on the Auditor’s webpage

Received and placed on file

D. Circuit Clerk

1. Ordinance Revising Civil Fees to be Charged by the Clerk of the Circuit Court

MOTION by Mr. Farney to recommend County Board approval of an ordinance revising civil fees to be charged by the Clerk of the Circuit Court; seconded by Ms. Hanauer-Friedman.

MOTION to AMEND the ordinance by Mr. Farney as noted in the Clerk’s memorandum; seconded by Ms. Michaels. Upon vote, the **MOTION to AMEND CARRIED** unanimously.

Upon vote, the **MOTION with amendment CARRIED** unanimously.

2. Market Increase for Circuit Clerk Positions

MOTION by Ms. Vanichtheeranont to recommend County Board approval of a resolution approving a market increase for Circuit Clerk positions; seconded by Mr. Thorsland. Ms. Jett stated the Circuit Clerk’s Office has lost several people and needs a short term solution to this problem until a Compensation Plan is put in place. Upon vote, the **MOTION CARRIED** unanimously.

E. Other Business

1. Sheriff's Public Safety Sales Tax Memo

Sheriff Heuerman spoke more in depth about details on some of the initiatives they could provide if they had additional funding. Many Board members discussed the need for these initiatives and how all sides need to unify to support this referendum.

2. Increased Revenue Options

Ms. Jett gave a quick presentation with additional information on increased revenue options. She began with the timeline for any referendums and when they would see the payments from these decisions. Then she showed the Board members the questions that would appear on the ballot and the different options they have with those referendum questions.

Board members continued to discuss how they need to unify to get this out to constituents in a positive message. Mr. Farney stated this will help every department in the County and he would like to see each department write a memo describing what they could do if general fund monies are freed up for their use.

Ms. Jett pointed out how lean the current budget is and the need to show the constituents they have done everything possible to find additional revenue within the current budget. She believes there is one topic they could revisit to possibly save additional funds by reevaluating two elected positions that are not required: Coroner and Auditor. She believes it would be beneficial to at least discuss this option before going straight to a tax increase. Board members discussed how this decision would save money, how other counties in Illinois operate those offices and the timeline for making this decision.

The Board asked Ms. Jett to look deeper into the topic of removing those two elected offices and to place this topic on the December County Board agenda to be discussed in more depth.

Ms. Fortado would like to discuss the funds that are spent on re-entry. Ms. Locke is the liaison to the Re-Entry Council and stated they have had made some necessary staff changes and believes there may also need to be some reevaluating on the use of these funds if they do not see better results. Ms. Fortado would like to have the new staff member come to a meeting in the near future to give an update. Ms. Michaels would like to have that report by the end of the first quarter.

Mr. Wilson asked how they are going to find funds for the statutory requirements they have to the Veterans' Assistance Commission. Ms. Fortado stated that by increasing the Public Safety Sales Tax, that would provide enough funds for the initiatives in the Sheriff's memo, it would also allow them to move enough General Fund monies from the Sheriff's budget to other departments along with fully funding their million-dollar liability to the VAC.

Several members stated they would support a referendum for an increase to the Public Safety Sales Tax. They decided they would continue to discuss this topic between now and August.

F. Chair's Report

None

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

IX. A. 1-3, B. 1-12, D. 1-2

X. Other Business

- A. Approval of closed session minutes
1. November 14, 2023

MOTION by Ms. Vanichtheeranont to approve the closed session minutes of November 14, 2023; seconded by Mr. Thorsland. Friendly amendment by Mr. Farney to correct the vote to enter and leave closed session to show he voted nay. Upon vote, the **MOTION with amendment CARRIED** unanimously.

XI. Adjournment

Chair Patterson adjourned the meeting at 8:34 p.m.