



**CHAMPAIGN COUNTY BOARD**  
**COMMITTEE OF THE WHOLE**  
*Finance/ Policy, Personnel, & Appointments/Justice & Social Services*  
County of Champaign, Urbana, Illinois  
Tuesday, March 12, 2024 at 6:30 p.m.  
Shields-Carter Meeting Room  
Brookens Administrative Center  
1776 East Washington Street, Urbana, Illinois

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11 **MINUTES – Subject to Approval**

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12 **Members Present:** Samantha Carter, Lorraine Cowart, Aaron Esry, Stephanie Fortado, Carolyn  
13 Greer, Elly Hanauer-Friedman, Jennifer Locke, Donald Owen, Brett Peugh, Emily  
14 Rodriguez, Jilmala Rogers, Tom ‘Ed’ Sexton, Mike Smith, Chris Stohr, Leah  
15 Taylor, Eric Thorsland, Bethany Vanichtheeranont and Jeff Wilson

16

17 **Members Absent:** John Farney, Jenny Lokshin, Diane Michaels, and Jennifer Straub

18

19 **Others Present:** Steve Summers (County Executive), Michelle Jett (Director of Administration),  
20 Travis Woodcock (Budget Director), Carly McCrory-McKay (Executive Director –  
21 Champaign County Economic Development Corporation), Tim Bannon (Executive  
22 Director – Willard Airport), Jay DeLuce (President & CEO – Experience  
23 Champaign Urbana), Jack Penning (Voltaire Aviation) and Mary Ward (Recording  
24 Secretary)

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25 **Agenda Items**

26

27 **I. Call to Order**

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

30

31 **II. Roll Call**

32

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

34

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

36

37 **MOTION** by Ms. Locke to approve the agenda; seconded by Ms. Cowart.

38 **MOTION to Amend** by Ms. Fortado to move item VII. E before item VII. A.; seconded by Ms. Taylor.

39 Upon vote, the **MOTION to Amend CARRIED** unanimously.

40 Upon vote the **MOTION to Approve the Agenda as Amended CARRIED** unanimously.

41

42 **IV. Approval of Minutes**

43

44 A. February 13, 2024 – Regular Meeting

45

46 **MOTION** by Mr. Esry to approve the minutes of February 13, 2024; seconded by Mr. Smith. Upon vote, the  
47 **MOTION CARRIED** unanimously.

48

48 **V. Public Participation**

49

50 None

51

52 **VI. Communications**

53

54 Mr. Wilson reminded everyone of the upcoming VAC meeting and also reminded everyone they could check  
55 the County Clerk’s website for voting locations and encouraged everyone to go vote.

56

57 Mr. Stohr informed the Board that the EDC will be deploying small business recovery grants soon.

58

59 Mr. Thorsland reminded everyone to keep their eyes open for farm equipment and motorcycles when driving.  
60

61 Ms. Locke reminded everyone that junior high basketball championships will be occurring this weekend at  
62 several different locations in the community.  
63

64**VII. Finance**

65 A. Budget Amendments/Transfers

66 1. Budget Transfer BUA 2023/12/1660

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

68 Amount: \$32,972.37

69 Reason: Transfer required to move non-payroll funds to cover the shortfall in the Workers'  
70 Compensation line.

71 2. Budget Transfer BUA 2023/12/1671

72 Fund 2091 Animal Control / Dept 247 Animal Warden Services

73 Amount: \$37,119.54

74 Reason: Transfer required to cover the shortfall in the non-payroll insurance line.  
75

76 **OMNIBUS MOTION** by Ms. Locke to recommend County Board approval of resolutions approving budget  
77 transfers BUA 2023/12/1660 and BUA 2023/12/1671; seconded by Mr. Smith. Upon vote, the **MOTION**  
78 **CARRIED** unanimously.  
79

80 3. Budget Amendment BUA 2023/12/1577

81 Fund 2110 Workforce Development Fund / Dept 110 Workforce Development

82 Increased Appropriations: \$125,000

83 Increased Revenue: \$125,000

84 Reason: To reflect grant fund expenditures in the appropriate fiscal year.  
85

86 **MOTION** by Ms. Carter to recommend County Board approval of a resolution approving budget amendment  
87 BUA 2023/12/1577; seconded by Mr. Sexton. Upon vote, the **MOTION CARRIED** unanimously.  
88

89 4. Budget Amendment BUA 2024/2/510

90 Fund 1080 General Corporate / Dept 075 General County

91 Increased Appropriations: \$29,999

92 Increased Revenue: \$0

93 Reason: Appropriation for the increased cost of the external audit.  
94

95 **MOTION** by Mr. Thorsland to recommend County Board approval of a resolution approving budget  
96 amendment BUA 2024/2/510; seconded by Mr. Smith. Upon vote, the **MOTION CARRIED** unanimously.  
97

98 5. Budget Amendment BUA 2024/2/511

99 Fund 1080 General Corporate / Dept 075 General County

100 Increased Appropriations: \$27,146.40

101 Increased Revenue: \$0

102 Reason: Appropriation needed in FY2024 to pay remaining amount of the contract with Jackson  
103 Physician Search, LLC for the Coroner's pathologist search.  
104

105 **MOTION** by Ms. Cowart to recommend County Board approval of a resolution approving budget  
106 amendment BUA 2024/2/511; seconded by Mr. Smith. Upon vote, the **MOTION CARRIED** unanimously.  
107  
108  
109  
110

- 111           6. Budget Amendment BUA 2024/3/26  
112           Fund 3105 Capital Asset Replacement Fund / Department 028 Information Technology (IT)  
113           Increased Appropriations: \$14,999.98  
114           Increased Revenue: \$0  
115           Reason: Equipment ordered in FY2023 was not received until FY2024.  
116           7. Budget Amendment BUA 2024/3/27  
117           Fund 3105 Capital Asset Replacement Fund / Dept 028 Information Technology (IT)  
118           Increased Appropriations: \$29,999.98  
119           Increased Revenue: \$0  
120           Reason: Equipment ordered in FY2023 was not received until FY2024.

121  
122   **OMNIBUS MOTION** by Mr. Owen to recommend County Board approval of resolutions approving budget  
123 amendments BUA 2024/3/26 and BUA 2024/3/27; seconded by Mr. Esry. Upon vote, the **MOTION**  
124 **CARRIED** unanimously.

- 125  
126           8. Budget Amendment BUA 2024/3/49  
127           Fund 2089 County Public Health Fund / Dept 049 Board of Health  
128           Increased Appropriations: \$19,249.98  
129           Increased Revenue: \$0  
130           Reason: Appropriation for services in FY2023 that have not been billed to the County due to staff  
131 turnover at Promise Healthcare.

132  
133   **MOTION** by Ms. Carter to recommend County Board approval of a resolution approving budget amendment  
134 BUA 2024/3/49; seconded by Mr. Smith. Upon vote, the **MOTION CARRIED** unanimously.

135  
136   B. Treasurer

- 137           1. Monthly Report – December 2023 & January 2024 – Reports are available on the Treasurer’s  
138 webpage

139  
140   Received and placed on file

- 141  
142           2. Resolution Authorizing the County Executive to Assign Mobile Home Tax Sale Certificate of  
143 Purchase, permanent parcel 20-032-0245  
144           3. Resolution Authorizing the County Executive to Assign Mobile Home Tax Sale Certificate of  
145 Purchase, permanent parcel 20-032-0246

146  
147   **MOTION** by Ms. Locke to recommend County Board approval of resolutions authorizing the County  
148 Executive to assign mobile home tax sale certificates of purchase, permanent parcels 20-032-0245 and 20-  
149 032-0246; seconded by Ms. Carter. Upon vote, the **MOTION CARRIED** unanimously.

150  
151   C. Auditor

- 152           1. Monthly Report – January 2024 – Reports are available on the Auditor’s webpage

153  
154   Received and placed on file

155  
156   D. GIS Consortium

- 157           1. Request approval for travel reimbursement after 60 days for Kayla Bishop

158  
159   **MOTION** by Mr. Esry to recommend County Board approval of a resolution approving travel reimbursement  
160 after 60 days for Kayla Bishop; seconded by Mr. Smith. Ms. Fortado explained that this will come to the  
161 Board again on the purchases not following the purchasing policy. Upon vote, the **MOTION CARRIED**  
162 unanimously.

163 E. County Executive  
164 1. Willard Airport Minimum Revenue Guarantee Fund  
165

166 Ms. McCrory-McKay introduced everyone presenting with her tonight. She explained that air service  
167 development is a top priority for our community. Over the last five years they have been looking to expand  
168 their business and leisure routes because it would bring great opportunities for community growth. They are  
169 currently focusing on leisure routes to Florida, Las Vegas or Arizona. Mr. Penning gave more specific details  
170 of the ongoing efforts at Willard Airport and the data that surrounds those efforts.  
171

172 Board members discussed the affordability of flights, how this affects the current routes, the changes to travel  
173 post-covid, how the revenue fund works, and the other pledges throughout our county. They agreed to put this  
174 item on the March County Board agenda for approval.  
175

176 F. Other Business  
177

178 None  
179

180 G. Chair's Report

181 1. Four-year expense projections  
182

183 Ms. Fortado gave a quick report explaining the known Public Safety Sales Tax revenue and expenses. She  
184 explained the County will gain \$3 million a year when the inmates are no longer housed out-of-county, but  
185 the County has a long list of needs to be funded in the near future. She believes there are two paths for the  
186 Board to take: they can talk seriously about finding additional revenue or they can issue debt service for the  
187 Court Management System and none of the other needs will be funded.  
188

189 The Board members continued to discuss what they want to do with the money and the need to educate the  
190 voters on their plan. Ms. Fortado would like to have a more robust discussion about Public Safety Sales Tax  
191 at the April Study Session date.  
192

193 H. Designation of Items to be Placed on the Consent Agenda  
194

195 VII. A. 1-8, B. 2-3, D. 1  
196

197 **VIII. Policy, Personnel, & Appointments**

198 A. County Executive

199 1. Monthly HR Report – February 2024  
200

201 Received and placed on file – Mr. Wilson raised concerns about the loss of staff at the Juvenile Detention  
202 Center. He read the response from Director Siders giving details about the open positions and some of the  
203 reasons they struggle to keep staff. Board members recognize that they need to discuss pay and retention. Mr.  
204 Wilson also spoke with the Sheriff about the correctional center vacancies. Sheriff Heuerman's response  
205 explained that they are receiving more applications than in the recent past and some of these positions will be  
206 filled soon.  
207

208 Ms. Rodriguez left the meeting.  
209  
210  
211  
212  
213  
214

- 215           2. Recognizing March 19, 2024 as National Agriculture Day in Champaign County  
216  
217       **MOTION** by Mr. Esry to recommend County Board approval of a resolution recognizing March 19, 2024 as  
218 National Agriculture Day in Champaign County; seconded by Mr. Sexton. Mr. Wilson read some agricultural  
219 statistics and concerns from the Champaign County Farm Bureau. Upon vote, the **MOTION CARRIED**  
220 unanimously.  
221  
222           3. Appointments/Reappointments  
223           a. Resolution Appointing Paula Bates as the Supervisor of Assessments, term ending 4/30/2028  
224  
225       **MOTION** by Ms. Cowart to recommend County Board approval of a resolution appointing Paula Bates as  
226 the Supervisor of Assessments; seconded by Mr. Esry. Mr. Esry thanked her for her great service in this  
227 position. Ms. Fortado mentioned this position is underpaid and they plan to review that through the next  
228 budget cycle. Upon vote, the **MOTION CARRIED** unanimously.  
229  
230           b. Currently vacant appointments – full list and information is available on the County’s website  
231  
232 Information only  
233  
234           c. Applications for open appointments  
235  
236 Information only  
237  
238       B. County Clerk  
239           1. Monthly Fee Reports – February 2024  
240  
241 Received and placed on file  
242  
243       C. County Board Chair  
244           1. County Board Committee Appointments  
245           a) Labor Committee Member  
246           b) Labor Committee Vice-Chair  
247           c) Litigation Committee Member  
248           d) Broadband Task Force Member  
249  
250       **MOTION** by Ms. Carter to recommend County Board approval of a resolution appointing Mr. Farney as the  
251 Labor Committee Vice-Chair, Mr. Owen as a Labor Committee member, Ms. Locke as a Litigation  
252 Committee member and Ms. Cowart as a Broadband Task Force member; seconded by Mr. Esry. Upon vote,  
253 the **MOTION CARRIED** unanimously.  
254  
255       D. Other Business  
256  
257 None  
258  
259       E. Chair’s Report  
260  
261 None  
262  
263       F. Designation of Items to be Placed on the Consent Agenda  
264  
265       VIII. A. 2, 3a, C. 1  
266

267 **IX. Justice and Social Services**

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

- 270 • Public Defender – February 2024
- 271 • Emergency Management Agency – February 2024
- 272 • Veterans’ Assistance Commission – February 2024
- 273 • Probation & Court Services – January 2024

274  
275 Received and placed on file

276  
277 B. Rosecrance

- 278 1. Re-Entry Program Report – January 2024

279  
280 Received and placed on file

- 281  
282 2. Renewal of Contract for Re-Entry Programming

283  
284 **MOTION** by Ms. Locke to recommend County Board approval of a resolution renewing the contract for Re-  
285 Entry Programming; seconded by Ms. Hanauer-Friedman. Mr. Smith would like to suggest changing the  
286 Board Member representative to be a primary member and an alternate member in future renewals. Board  
287 members continued to discuss the renewal of the contract and ensuring they are getting the services needed in  
288 the community. Upon vote, the **MOTION CARRIED** unanimously.

289  
290 C. Other Business

291  
292 None

293  
294 D. Chair’s Report

295  
296 None

297  
298 E. Designation of Items to be Placed on the Consent Agenda

299  
300 IX. B. 2

301  
302 **X. Other Business**

303  
304 Board members discussed possibly going on a tractor ride-along to get a better understanding of farming in  
305 Champaign County.

306  
307 **XI. Adjournment**

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309 Chair Carter adjourned the meeting at 9:00 p.m.

310  
311