

CHAMPAIGN COUNTY BOARD
COMMITTEE MINUTES

POLICY, PERSONNEL & APPOINTMENTS

Meeting Room 1
Brookens Administrative Center

March 9, 2005

MEMBERS PRESENT: Putman, Wysocki, Knott,
Beckett, Moser, Betz, Busboom. Fabri

MEMBERS ABSENT: Feinen

OTHERS PRESENT: Deb Busey; (Administrator), Denny Inman; (Administrator)
Joel Fletcher (Assistant States Attorney)

CALL TO ORDER

Mr. Betz called the meeting to order at 7:04pm.

APPROVAL OF AGENDA/ADDENDUM

MOTION by Ms. Busboom to approve agenda and addendum; seconded by Mr. Knott. **Motion carried.**

APPROVAL OF MINUTES

MOTION by Mr. Beckett to approve February 9, 2005 Minutes and February 24, 2005 Special Meeting Minutes; seconded by Ms. Putman. **Motion carried** all eyes.

Discussion: Mr Beckett noted a correction in the February 24th minutes. The minutes indicated Mr. Beckett was present. Mr. Beckett indicated he did not attend that meeting.

PUBLIC PARTICIPATION

None

CLERK'S REPORT

Monthly Fees Report

MOTION by Mr. Fabri to receive and place on file the County Clerk February 2005 Monthly Fees Report; seconded by Mr. Beckett. **Motion carried** all eyes.

Mr. Betz stated the MTD Monthly minutes are for information only.

COUNTY BOARD

Appointment/Reappointments

**Locust Grove Cemetery Association - term ending 6-30-2006
(to replace deceased Lyle Grove)**

MOTION by Ms. Wysocki to appoint Mark Lovingfoss to the Locust Grove Cemetery term ending 6-30-2006; seconded by Ms. Moser. **Motion carried** all ayes.

Stearns cemetery Association - term ending 6-30-2009

MOTION by Ms. Wysocki to appoint Charles R. Bensyl to the Stearns Cemetery Association term ending 6-30-2009; seconded by Mr. Moser. **Motion carried.**

Prairie View Cemetery Association - term ending 6-30-2011

MOTION by Ms. Wysocki to appoint Larry Kienzler to the Prairie View Cemetery Association term ending 6-30-2011; seconded by Mr. Moser. **Motion carried** all ayes.

County Board Liaison Appointments

MOTION by Ms. Wysocki to appoint Scott Tapley as Project 18 liaison, Claudia Gross as Lincoln Heritage RC/D liaison and Jonathan Schroeder as Alternate Lincoln Heritage RC/D liaison; seconded by Ms. Putman. **Motion carried** all ayes.

Fountain Head Drainage District - term ending 8-31-2007

MOTION by Ms. Wysocki to appoint Marc Shaw to the Fountain Head Drainage District term ending 8-31-2007; seconded by Mr. Moser. **Motion carried** all ayes.

Ivesdale Fire Protection District – term ending 4-30-2005

MOTION by Ms. Wysocki to appoint Denny Jayne to replace retired Russel Wright of the Ivesdale FPD term ending 4-30-2005; seconded by Mr. Moser. **Motion carried** all ayes.

Spoon River D.D (FYI)

Mr. Betz stated the Spoon River appointment is for information only.

ADMINISTRATOR'S REPORT

Vacant Position Listing

For information only (No action)

Resolution Amending Flexible Spending Account Plan

MOTION by Mr. Beckett to approve Resolution Amending Flexible Spending Account Plan pending review by Assistant States Attorney; seconded by Ms. Busboom. **Motion carried.**

Job Content Evaluation Committee Report Regarding the Classification, Description, and Salary of Deputy County Administrator - HR

MOTION by Mr. Beckett to accept report from the Job Content Evaluation Committee regarding the Classification, Description, and Salary for the newly created position of Deputy County Administrator-HR; seconded by Mr. Moser. **Motion carried** all ayes.

Discussion: Mr. Beckett stated in light of the recent activity in labor, minority participation, minority issues and grievances the need of Deputy Administrator should be in place and asked the committee to support this Motion.

Ethics Training – April 26, 2005 Update (S. Beckett/D. Feinen)

Ms. Busey stated Professor Rich would be available to conduct the Ethics training April 26, 2005, at 9:30a.m. and 1:30p.m. Ms Busey went on to say the morning session will be for RPC and the afternoon with other county offices.

Health Insurance Issues Update

Ms. Busey stated there will be a training presentation in health insurance and will include the benefits plan the county presently has and how they're structured and how it may be changed to negotiate lower premiums. Ms. Busey also stated include in the training will be a section dealing with health savings account and what they are. Ms. Busey stated this will be presented to the department heads on April 6th their regular meeting with meetings after that for other county employees.

Presentation of County Web Site Agenda Access

Andy Rhodes gave presentation of the Champaign County Board web site.

After the presentation the committee stated they were impressed with the presentation and with having the ability to receive the agendas and attachments on-line.

CHAIR'S REPORT

Annual Listing of Appointments Expiring in the next 12 Months

Mr Betz stated the Appointment Listing is for information only.

Blue Ribbon Environmental Panel (*B. Wysocki*)

MOTION by Ms Wysocki to approve survey and forward it to county board members for review; seconded by Mr. Beckett. **Motion carried** all ayes

Discussion: Mr. Knott asked if a 1-10 scale could be added to each question to give clarity where each member's priorities are. Ms. Wysocki answered, she could add another column.

Ordinance Establishing Purchasing Policy

Assistant States Attorney Joel Fletcher distributed a revised Ordinance Establishing Purchasing Policy. Mr Fletcher went on to explain to revisions to the Ordinance. After discussion the committee agreed with recommended changes of the Purchasing Policy for Capital Construction Process and Pre-qualifying of Minority Venders to be sent to County Facilities Committee and the balance of the Purchasing Policy will come back to Policy Committee for Approval.

JUSTICE & SOCIAL SERVICE INTERCOMMITTEE REQUEST

(Anticipated action from March 7th Justice & Social Service Committee)

Request approval of the Classification, Description, and Salary Recommendation for the creation of part-time Deputy Administrator

MOTION by Mr. Beckett to approve request of the classification, Description, and Salary for the creation of part-time Deputy Administrator; seconded by Ms. Putman. Motion carried all ayes.

Discussion: Ms. Busey stated the grade range for this position would be I, but due to this being a Professional position the Job Content Committee asked for a market adjustment which would change the salary designation to grade range J. Ms. Busey went on to say we have an opportunity to hire a veterinarian to work directly with the county instead of contracting that service through Professional Services Contracts.

LEGISLATIVE REPORT

Mr. Moser spoke regarding House Bill 2500 regarding drainage districts inside the city limits where the drainage assessments would go the city instead of the drainage districts. Mr. Beckett and Mr. Knott agreed to look into it.

OTHER BUSINESS

Ethics Update

Mr. Beckett stated he met with Ms. Feinen and agreed that an Ethics Advisor would be more suitable for the county than an Ethics Officer.

MOTION by Mr. Beckett to approve Ordinance Creating a position of an Ethics Advisor; seconded by Mr. Knott. **Motion carried** all ayes.

Ms. Putman asked since the agreed to designate meeting room one as Lyle Shields Meeting Room, she was wondering if the agendas could reflect the new name. Ms. Busey answered it would be a good idea once we get the proper signage and make the public aware of the name change.

ITEMS TO BE PLAC ED ON COUNTY BOARD CONSENT AGENDA

Mr. Betz stated the Appointments and the Flexible Spending Resolution will be on consent agenda.

ADJOURNMENT

Mr. Betz declared meeting adjourned. 9:00 p.m.

Respectfully submitted,

Leroy Holliday
Administrative Secretary