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2. Adoption of Resolution No. 7004 Approving the Employment Agreement for the County Administrator *33-43

D. FINANCE COMMITTEE:

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2. Adoption of Resolution No. 7024 – Payment of Claims Authorization *47
3. Adoption of Resolution No. 7025 – Purchases not Following Purchasing Policy *48-49

E. HIGHWAY & TRANSPORTATION COMMITTEE:

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1. Adoption of Resolution No. 7030 for the approval and, if awarded, acceptance of the Emergency Repair Program Grant for the Champaign County Highway Department *51

F. ENVIRONMENT & LAND USE COMMITTEE:

Summary of action from June 8, 2009 meeting: *52-53

XII OTHER BUSINESS

XIII NEW BUSINESS

XIV APPROVAL OF CLOSED SESSION MINUTES

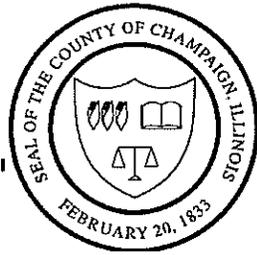
- A. April 23, 2009 – 6:33 p.m.
- B. April 23, 2009 – 7:40 p.m.
- C. April 23, 2009 – 7:54 p.m.
- D. April 23, 2009 – 8:52 p.m.
- E. May 21, 2009

XV ADJOURNMENT

- *Roll Call
- **Roll call and 18 votes
- ***Roll call and 21 votes
- ****Roll call and 14 votes

Except as otherwise stated, approval requires the vote of a majority of those County Board members present.

County Board members and guests are encouraged to park in the north parking lot, off Lierman Avenue, and enter the Brookens facility through the north door. The Brookens Administrative Center is an accessible facility. For additional information, contact Kay Rhodes in the County Administrator's Office at (217) 384-3776



COUNTY BOARD CONSENT AGENDA

County of Champaign, Urbana, Illinois

Thursday, June 18, 2009 - 7:00 p.m.

*Lyle Shields Meeting Room, Brookens Administrative Center
Urbana, Illinois*

Page Number

A. POLICY, PERSONNEL, & APPOINTMENTS COMMITTEE

1. Adoption of Resolution No. 7005 Appointing Christopher White to the Forest Preserve District Board, term ending June 30, 2014 *54
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2. Adoption of Resolution No. 7006 Appointing Prashanth Gowda to the Champaign County Board of Health, term ending June 30, 2012 *55
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B21-22
4. Adoption of Resolution No. 7008 Appointing Michael Smith to the Board for the Care and Treatment of Persons with a Developmental Disability, term ending June 30, 2012 *57
B23-24
5. Adoption of Resolution No. 7009 Appointing John Mumma to the Locust Grove Cemetery Association, term ending June 30, 2015 *58
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9. Adoption of Resolution No. 7013 Appointing Craig Wise to the Prairie View Cemetery Association, term ending June 30, 2015 *62
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11. Adoption of Ordinance No. 850 Ascertaining the Prevailing Rate of Wages for Laborers, Mechanic, and other workers employed in Public Works *64-65
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12. Adoption of Ordinance No. 851 Amending Ordinance No. 837 Establishing Single Administrator System and Prescribing the Duties, Powers and Responsibilities of the County Administrator *66
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13. Adoption of Ordinance No. 852 Amending Ordinance No. 779-Champaign County Personnel Policy Ordinance *67-83
B44-57

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|-----|--|------------------|
| 14. | Adoption of Resolution No. 7015 Waiving the Requirement for the Appointed Officials' Annual Performance Evaluations in FY2009 | *84
B58 |
| 15. | Adoption of Resolution No. 7016 Approving the Illinois Census 2010 Proclamation | *85-86
B59-60 |
| 16. | Adoption of Resolution No. 7017 Approving Waiver of County Board Rule 12-F (3) for July 2009 County Board Meeting | *87
B83 |
| 17. | Adoption of Resolution No. 6979 Appointing Donald Hughey to the Sangamon Valley Fire Protection District, term ending April 30, 2010 | *88 |

B. FINANCE COMMITTEE

- | | | |
|----|--|--------|
| 1. | Adoption of Resolution No. 7018 – Budget Amendment | *89-90 |
| | A. Budget Amendment #09-00054 | G9 |
| | Fund: 475 RPC Economic Development Loans | |
| | Dept: 757 CSBG American Recovery and Reinvestment Act | |
| | Increased Appropriations: \$13,000 | |
| | Increased Revenue: \$549,000 | |
| | Reason: Receipt of American Recovery & Reinvestment Act Funds to support and sustain economic growth and employment opportunities through small business lending. Loan disbursement and repayment of principal will be through a balance sheet account created by the Auditor's Office. | |
| 2. | Adoption of Resolution No. 7019 – Budget Amendment | *91-92 |
| | A. Budget Amendment #09-00055 | G10-11 |
| | Fund: 104 Early Childhood Fund | |
| | Dept: 837 Head Start-American Recovery & Reinvestment Act | |
| | Increased Appropriations: \$176,500 | |
| | Increased Revenue: \$176,500 | |
| | Reason: Receipt of Area Funds for a cost-of-living increase for Head Start staff, Quality Improvement Fund to improve staff qualifications to meet federal credentialing requirements, updating and replacing classroom supplies and equipment, and the purchase of a vehicle for family Advocate staff to transport families. | |
| 3. | Adoption of Resolution No. 7020 – Budget Amendment | *93-94 |
| | A. Budget Amendment #09-00056 | G12-13 |
| | Fund: 104 Early Childhood Fund | |
| | Dept: 608 Early HS – American Recovery & Reinvestment Act | |
| | Increased Appropriations: \$70,000 | |
| | Increased Revenue: \$70,000 | |
| | Reason: Receipt of area Fund for a cost-of-living increase for Head Start staff, Quality Improvement Fund to improve staff qualifications to meet federal credentialing requirements, updating and replacing classroom supplies and equipment, and the purchase of a vehicle for family advocate staff to transport families. | |

4. Adoption of Resolution No. 7021 – Budget Amendment *95
A. Budget Amendment #09-00057 G14
Fund: 075 Regional Planning Commission
Dept: 691 Home Energy Assistance – HHS – Odd Year
Increased Appropriations: \$1,100,000
Increased Revenue: \$1,100,000
Reason: Receipt of additional funds from the U.S Department of Health and Human Services for expansion of energy assistance to low-income individuals and families.
5. Adoption of Resolution No. 7022 – Budget Amendment *96
A. Budget Amendment #09-00058
Fund: 080 General Corporate
Dept: 043 Emergency Management Agency
Increased Appropriations: \$54,000
Increased Revenue: \$54,000
Reason: Homeland Security Grant Fund for ECO Equipment

C. HIGHWAY & TRANSPORTATION COMMITTEE

1. Adoption of Resolution No. 7026 for Contract Award Authority *97
O6
2. Adoption of Resolution No. 7027 Authorizing the County Board Chair to sign Amendment #1 to an Intergovernmental Agreement between the City of Urbana and the County of Champaign concerning the funding for the construction of Windsor Road and Appropriating \$2,000,000 from the County's Motor Fuel Tax Funds, Section #00-00361-00-PV *98-99
O7-8

RESUME OF MINUTES OF A REGULAR MEETING OF THE
COUNTY BOARD, CHAMPAIGN COUNTY, ILLINOIS
May 21, 2009

The County Board of Champaign County, Illinois met at a Regular Meeting, Thursday, May 21, 2009 at 7:03 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois, with C. Pius Weibel presiding and Sasha Green as Secretary of the Meeting.

ROLL CALL

Roll call showed the following Board Members Present: Cowart, Doenitz, Gladney, Hunt, James, Jay, Jones, Knott, Kurtz, Langenheim, McGinty, Nudo, O'Connor, Richards, Rosales, Sapp, Schroeder, Smucker, Wysocki, Ammons, Anderson, Beckett, Bensyl, Betz, Carter and Weibel – 26; Absent: Moser – 1. Thereupon, the Chair declared a quorum present and the Board competent to conduct business. Board Member Moser arrived after roll call.

PRAYER & PLEDGE OF ALLEGIANCE

A prayer was given by Chair Weibel. The Pledge of Allegiance to the Flag was recited.

READ NOTICE OF MEETING

The Clerk read the Notice of the Meeting, said Notice having been published in the *Southern Champaign County Today* on May 6, 2009; *The Leader* on May 7, 2009; *Mahomet Citizen* and *Rantoul Press* on May 13, 2009; *County Star* and *Savoy Star* on May 14, 2009; and *News Gazette* on May 19, 2009. Board Member Betz offered a motion to approve the notice; seconded by Board Member Wysocki. Approved by voice vote.

APPROVAL OF MINUTES

Board Member Betz offered the motion to approve the minutes of the County Board Meeting of April 23, 2009, and Special Meeting of April 23, 2009; seconded by Board Member Carter. Approved by voice vote.

APPROVAL OF AGENDA/ADDENDUM

Board Member Carter offered the motion to approve the Agenda; seconded by Board Member Betz. Chair Weibel announced there was no need for the closed session pursuant to 5 ILCS 120/2 (c) 2 to consider collective negotiating matters between Champaign County and its employees or representatives, removed the adoption of Resolution No. 6979 Appointing Donald Hughey to the Sangamon Valley Fire Protection District from the Consent Agenda, and announced that 21 votes are required for Resolution 6985 and is not noted on the Agenda. There

was a friendly amendment to act upon items from Environment and Land Use first under Committee Reports. Approved as amended by voice vote.

DATE/TIME OF NEXT REGULAR MEETING

Chair Weibel announced that the next Meeting of the County Board will be held on Thursday, June 18, 2009 at 7:00 P.M.

PUBLIC PARTICIPATION

John Doster spoke regarding the adoption of Ordinance No. 848, amending the Zoning Ordinance related to Wind Farms. Herb Schildt spoke regarding the adoption of Ordinance No. 848. Stan Jenkins, Champaign County Supervisor of Assessments, spoke regarding the adoption of Ordinance No. 848 and the potential assessment and generated revenues of Wind Farms. Tim Polz spoke regarding the adoption of Ordinance No. 848. Deanne Sims spoke regarding the adoption of Ordinance No. 848. Patrick Deters spoke regarding the adoption of Ordinance No. 848. Mark Thompson spoke regarding the adoption of Ordinance No. 848.

ANNOUNCEMENTS/COMMUNICATIONS

Chair Weibel announced Jeff Blue, Champaign County Engineer, was selected as Urban County Engineer of the Year. Board Member Wysocki announced that the Regional Water Supply Planning Committee for the Mahomet Aquifer has its draft plan on public review from May 15th until June 15th. Board Member Betz announced the Policy, Personnel, and Appointments Committee will hold a Public Hearing for Elected Officials reform regarding the Auditor, Coroner and Recorder of Deeds on June 9th and 10th. Board Member Anderson announced the four centers that will receive the Quarter Cent Delinquency Intervention/Prevention/ Diversion Grant Funding: Champaign County Regional Planning Commission diversion program, Prairie Center, Mahomet Area Youth Club, and Don Moyer Boys and Girls Club, and that Nursing Home statistics/information from Andrew Buffenbarger had been distributed. Chair Weibel spoke to the Board Members about the County Board photo.

CONSIDERATION OF CONSENT AGENDA ITEMS BY OMNIBUS VOTE

COUNTY FACILITIES

Adoption of **Resolution No. 6974** Approving the Proposal for Professional Engineering Services Urbana-Champaign Sanitary District Force Main Construction and Easement.

POLICY, PERSONNEL, & APPOINTMENTS

Adoption of **Resolution No. 6980** Appointing Jerry Lyke to the Urbana-Champaign Sanitary District, term ending May 31, 2012.

Adoption of **Resolution No. 6981** Appointing Robert Dorsey to the Penfield Water District, term ending May 31, 2014.

Adoption of **Resolution No. 6982** Appointing Richard Mumm to the Mt. Hope Cemetery Association, term ending June 30, 2014.

Adoption of **Resolution No. 6983** Appointing Mary Miles to the Penfield Water District, term ending May 31, 2014.

FINANCE

Adoption of **Resolution No. 6986** - Budget Amendment:

Budget Amendment #09-00047
Fund: 677 - Juvenile Intervention Service
Dept: 052 - Court Services Probation
Increased Appropriations: \$10,000.00
Increased Revenue: \$0.00

Reason: Increased appropriation will be used for juvenile programs, including, but not limited to, funding for Parenting with Love and Limits.

Adoption of **Resolution No. 6987** - Budget Amendment:

Budget Amendment #09-00048
Fund: 106 - Public Safety Sales Tax Fund
Dept: 010 - County Board
Increased Appropriations: \$2,916.00
Increased Revenue: \$0.00

Reason: To reflect the full 5 percent of Public Safety Sales Tax revenues received in FY2008 to be granted to Delinquency Grant funding in FY2009 the budgeted figure of \$222,768.00 should be increased to \$225,684.00.

Adoption of **Resolution No. 6988** - Budget Amendment:

Budget Amendment #09-00049
Fund: 080 - General Corporate
Dept: 071 - Public Properties
Increased Appropriations: \$18,800.00
Increased Revenue: \$18,800.00

Reason: This amendment reflects the engineering and landscaping costs to be covered by the County and reimbursed by the Urbana-Champaign Sanitary District for the East Urbana Interceptor Sewer Project.

Adoption of **Resolution No. 6989** - Budget Amendment:

Budget Amendment #09-00050
Fund: 104 - Early Childhood Fund
Dept: 863 - Working Capital Reserve
Increased Appropriations: \$95,000.00
Increased Revenue: \$0.00

Reason: To accommodate additional unbudgeted expenses related to the operation of full day classrooms. Cumulative fund balance (revenue

derived from parent co-payments for child services) will cover all associated expenses.

Adoption of **Resolution No. 6990** - Budget Amendment:

Budget Amendment #09-00051
Fund: 075 - Regional Planning Commission
Dept: 726 - Danville Corridor Study
Increased Appropriations: \$60,000.00
Increased Revenue: \$60,000.00

Reason: Receipt of new contract with Danville for the study of transportation and land use issues and proposed future developments within a one square mile area located around M.L. King exit at 1-74 and US 150.

Adoption of **Resolution No. 6991** - Budget Amendment:

Budget Amendment #09-00052
Fund: 080 - General Corporate
Dept: 042 - Coroner
Increased Appropriations: \$302.00
Increased Revenue: \$302.00

Reason: Reimbursement for cremation of indigent.

Adoption of **Resolution No. 6993** Approving Extension for the FY2008 Separate Annual Audit for the Circuit Clerk of Champaign County.

Adoption of **Resolution No. 6994** Establishing the Budget Process for FY2010.

Adoption of **Resolution No. 6997** Approving Amendment to Agreement for Provision of Inmate Health Services at Champaign County Adult Correctional Center and Satellite Jail.

Adoption of **Resolution No. 6998** Approving Amendment to Agreement for Inmate Mental Health Services at Champaign County, Illinois.

Adoption of **Resolution No. 6999** Approving Second and Final Renewal of the Intergovernmental Agreement between the Department of Healthcare and Family Services and Champaign County State's Attorney.

Board Member Beckett offered the motion to approve the Consent Agenda; seconded by Board Member Moser. Chair Weibel asked the Clerk to call the roll. Consent Agenda adopted by roll call vote.

Yeas: Doenitz, Gladney, Hunt, James, Jay, Jones, Knott, Kurtz, Langenheim, McGinty, Moser, Nudo, O'Connor, Richards, Rosales, Sapp, Schroeder, Smucker, Wysocki, Ammons, Anderson, Beckett, Bensyl, Betz, Carter, Weibel and Cowart – 27;

Nays: None.

QUARTERLY REPORT BY THE NURSING HOME BOARD OF DIRECTORS

Dr. Charles Lansford and Mike Scavatto gave the quarterly report of the Nursing Home Board of Directors which included a Power Point presentation. Discussion followed.

COMMITTEE REPORTS

ENVIRONMENT & LAND USE

Board Member Wysocki recommended the adoption of **Ordinance No. 848** - Ordinance Amending Zoning Ordinance, 634-AT-08 Part A; including the amendments in the letter from John Hall and JR Knight dated May 21, 2009, RE: Zoning Case 634-AT-08; seconded by Board Member Moser. Chair Weibel announced that six letters/emails would be passed around during discussion. Discussion followed. Board Member Nudo offered a motion to strike the following language in subpar 6.1.4.P.3.(b) from the amendment: "...unless and until Applicant first receives the written permission of the County to substitute its successor(s) or assignee(s), and any such successor(s) or assignee(s) enter into a separate written agreement with the County..."; seconded by Board Member Beckett. Discussion followed. There was a friendly amendment to alter/clarify the amendment to strike the language "...continue to comply with the terms of the Agreement., ~~unless and until Applicant first receives the written permission of the County to substitute its successor(s) or assignee(s), and any such successor(s) or assignee(s) enter into a separate written agreement with the County,~~ to *Any successor(s) or assignee(s) shall assume the terms...*". Discussion followed. The amended amendment approved by voice vote. Discussion followed. The question was called. Motion to call the question passed by a show of hands.

Ordinance No. 848 adopted by 1/2 required roll call vote.

Yeas: Cowart, Doenitz, Gladney, Hunt, James, Jones, Knott, Kurtz, McGinty, Moser, Nudo, O'Connor, Richards, Rosales, Schroeder, Smucker, Wysocki, Ammons, Anderson, Beckett, Bensyl, Betz, Carter and Weibel – 24;

Nays: Langenheim and Sapp – 2;

Abstain: Jay – 1.

COUNTY FACILITIES

Board Member Beckett, Chair, recommended the adoption of corrected **Resolution No. 7002** Approving Amendments related to the Masonry Restoration & Stabilization Project at the Champaign County Courthouse; seconded by Board Member James. Discussion followed. Adopted as amended by voice vote.

Board Member Beckett recommended the adoption of Resolution No. 6971 for Installation of Photographic Displays in the Jennifer K. Putman

Meeting Room; seconded by Board Member Cowart. Board Member Beckett moved to substitute **Resolution No. 7003** for Installation of Photographic Displays in the Jennifer K. Putman Meeting Room; seconded by Board Member Knott. Discussion followed. Motion to substitute approved by voice vote. Resolution No. 7003 adopted by voice vote.

Board Member Beckett recommended the adoption of **Resolution No. 6972** Approving Energy Policy for Champaign County Facilities; seconded by Board Member Ammons. Discussion followed. Adopted by voice vote.

Board Member Beckett recommended the adoption of **Resolution No. 6973** Approving Champaign County Courthouse Complex De-lamping Plan; seconded by Board Member Knott. Discussion followed. Adopted by voice vote.

HIGHWAY & TRANSPORTATION

Board Member Cowart, Chair, recommended the adoption of **Resolution No. 6984** Approving the 2008 Champaign County Greenways & Trails Design Guidelines and the 2009 Champaign County Greenways & Trails Logos and Signage for the Champaign County Board; seconded by Board Member Carter. Adopted by voice vote.

Board Member Cowart recommended the adoption of **Resolution No. 6985** Authorizing the Conveyance of Right of Way Property to the Village of Savoy for the Curtis Road Improvement Project from Wynstone Drive to Wesley Avenue; seconded by Board Member Jay. Discussion followed. Adopted by roll call vote.

Yeas: Cowart, Doenitz, Gladney, Hunt, James, Jay, Jones, Knott, Langenheim, Moser, Nudo, O'Connor, Richards, Rosales, Sapp, Schroeder, Smucker, Wysocki, Ammons, Anderson, Beckett, Bensyl, Betz, Carter and Weibel – 25;

Nays: Kurtz and McGinty – 2.

Board Member Cowart recommended the adoption of **Resolution No. 7000** Appropriating County Motor Fuel Tax Funds for County Roads Maintenance for the Period from January 1, 2009 thru December 31, 2009 Section #09-00000-00-GM; seconded by Board Member Bensyl. Adopted by voice vote.

Chair Weibel announced a five minute break.

POLICY, PERSONNEL & APPOINTMENTS

Board Member Betz, Chair, recommended the adoption of **Resolution No. 6975** Appointing Laura Sandefur to the Champaign County Board of Review, term ending May 31, 2011; seconded by Board Member O'Connor. Adopted by voice vote.

Board Member Betz recommended the adoption of **Resolution No. 6976** Appointing Ron Bensyl to the Clements Cemetery Association, term ending June 30, 2015; seconded by Board Member Beckett. Board Member Bensyl abstained because he is named in the Resolution. Adopted by voice vote.

Board Member Betz recommended the adoption of **Resolution No. 6977** Appointing Giraldo Rosales as the County Board Liaison to the Regional Office of Education; seconded by Board Member Richards. Board Member Rosales abstained because he is named in the Resolution. Adopted by voice vote.

Board Member Betz recommended the adoption of Resolution No. 6978 that Supersedes Resolution No. 4070 on Establishment of Organization, Duties, Rules, Policies and Procedures of the Champaign County Board; seconded by Board Member Beckett. Discussion followed. Board Member Kurtz offered a motion to send the Resolution back to Committee; seconded by Board Member Carter. Discussion followed. A roll call was requested.

Motion to send back to Committee failed by roll call vote.

Yeas: Cowart, Doenitz, James, Jay, Kurtz, Langenheim – 6;

Nays: Gladney, Hunt, Jones, Knott, Moser, Nudo, O'Connor, Richards, Rosales, Sapp, Schroeder, Smucker, Wysocki, Ammons, Anderson, Beckett, Bensyl, Betz, Carter and Weibel – 20;

Absent: McGinty – 1.

Discussion followed. Vice-Chair Betz briefly chaired the meeting so Chair Weibel could participate in discussion. Discussion followed. The question was called. Discussion followed. Motion to call the question passed by a show of hands. A roll call was requested. Discussion followed.

Resolution No. 6978 failed by roll call vote.

Yeas: Jay, Jones, Knott, Moser, Nudo, Rosales, Sapp, Schroeder, Wysocki, Beckett and Bensyl – 11;

Nays: Cowart, Gladney, Hunt, James, Kurtz, Langenheim, O'Connor, Richards, Smucker, Ammons, Anderson, Betz, Carter and Weibel – 14;

Absent: Doenitz and McGinty – 2.

FINANCE

Board Member Rosales, Vice-Chair, recommended the adoption of corrected **Resolution No. 6992** - Emergency Budget Amendment

Budget Amendment #09-00053

Fund: 105 - Capital Asset Replacement Fund

Dept: 059 - Facilities Planning

Increased Appropriations: \$28,000.00

Increased Revenue: \$0.00

Reason: To appropriate funds from Capital asset Replacement Fund reserves to pay for engineering Services to complete energy grants from Brookens and Downtown Correctional Center, available through American Recovery and Reinvestment Act Fund; seconded by Board Member Betz. Discussion followed.

Resolution 6992 adopted as amended by 2/3 required roll call vote.
Yeas: Cowart, Gladney, Hunt, James, Jay, Jones, Knott, Kurtz, Langenheim, Nudo, Richards, Rosales, Smucker, Wysocki, Ammons, Anderson, Beckett, Betz, Carter and Weibel – 20;
Nays: Moser, O'Connor, Sapp, Schroeder and Bensyl – 5;
Absent: Doenitz and McGinty – 2.

Board Member Rosales recommended the adoption of **Resolution No. 6995** - Purchases not Following Purchasing Policy; seconded by Board Member Moser. Discussion followed. Adopted by voice vote.

Board Member Rosales recommended the adoption of **Resolution No. 6996** - Payment of Claims Authorization; seconded by Board Member Betz. Discussion followed. Failed by roll call vote. Discussion followed. Board Member Nudo offered the motion to reconsider the adoption of Resolution No. 6996; seconded by Board Member Beckett. Discussion followed. A roll call was requested.

Motion to reconsider approved by roll call vote.

Yeas: Cowart, Gladney, Hunt, James, Kurtz, Langenheim, Moser, Nudo, Richards, Rosales, Sapp, Schroeder, Smucker, Wysocki, Ammons, Anderson, Beckett, Betz, Carter and Weibel – 20;

Nays: Jay, Jones, Knott, O'Connor and Bensyl – 5;

Absent: Doenitz and McGinty – 2.

A roll call was requested.

Resolution No. 6996 adopted by roll call vote.

Yeas: Cowart, Gladney, Hunt, Kurtz, Langenheim, Moser, Nudo, O'Connor, Richards, Rosales, Sapp, Schroeder, Smucker, Wysocki, Ammons, Anderson, Beckett, Betz, Carter and Weibel – 20;

Nays: James, Jay, Jones, Knott and Bensyl – 5;

Absent: Doenitz and McGinty – 2.

OTHER BUSINESS

Board Member Ammons recommended the adoption of **Resolution No. 7001** Approving the METCAD Proclamation; seconded by Board Member Cowart. Adopted by voice vote.

Board Member Moser recommended that the Board enter into executive session pursuant to 5 ILCS 120/2 (c) 1 to consider the employment, compensation, discipline, performance or dismissal of an employee, further moving that the

following individual remain present: County's Legal Counsel and Recording Secretary; seconded by Board Member Wysocki.

Approved by roll call vote.

Yeas: Cowart, Gladney, Jay, Jones, Knott, Kurtz, Langenheim, Moser, Nudo, Rosales, Sapp, Schroeder, Smucker, Wysocki, Ammons, Anderson, Beckett, Bensyl, Betz, Carter and Weibel – 21;

Nays: Hunt, James, O'Connor and Richards – 4;

Absent: Doenitz and McGinty – 2.

The Board entered into Closed Session at 10:28 P.M. The Board reentered into Open Session at 10:51 P.M.

NEW BUSINESS

Board Member Carter shared his concerns about the changes that have occurred to the Board.

APPROVAL OF CLOSED SESSION MINUTES

Board Member Beckett recommended the approval of the Closed Session Minutes; seconded by Board Member Betz. Adopted by voice vote. (Closed Session Minutes should not have been adopted; no minutes had been distributed for approval.)

ADJOURNMENT

Chair Weibel adjourned the meeting at 10:56 P.M.

Mark Shelden

Mark Shelden, Champaign County Clerk
and ex-Officio Clerk of the Champaign County Board

JUSTICE & SOCIAL SERVICES COMMITTEE
Summary of Action taken at 6/1/2009 Meeting

<u>ITEM</u>	<u>ACTION TAKEN</u>
1. <u>Call to Order</u>	Meeting called to order at 7:04 p.m.
2. <u>Roll Call</u>	Gladney, Anderson, James, Nudo, Sapp, & Smucker were present
3. <u>Approval of Agenda/Addendum</u>	MOTION carried to approve the agenda & Addendum
4. <u>Approval of Minutes</u>	MOTION carried to approve the minutes of April 6, 2009 as presented
5. <u>Public Participation</u>	There was no public participation
6. <u>Monthly Reports</u>	
a. Animal Control – April 2009	MOTION carried to receive and place on file the Animal Control April 2009, Public Defender January, February and March 2009, Probation & Court Services March 2009 and EMA April & May 2009 reports
b. Public Defender – Jan, Feb, March 2009	
c. Probation & Court Services – March 2009	
d. EMA – April 2009, May 2009	
7. <u>Head Start</u>	
a. Monthly Report	MOTION carried to receive and place on file
8. <u>Chair's Report</u>	No action taken
9. <u>Other Business</u>	
a. Cancellation of July Committee Meeting	Committee consensus to cancel the July meeting
<u>ADDENDUM</u>	
b. Juvenile Delinquency Grants	
1. Status Report	MOTION carried to receive and place on file
c. Animal Control	
1. Intergovernmental Agreement For Animal Control Services	No action taken
2. Intergovernmental Agreement For Animal Impound Services	No action taken

10. Designation of Items to be placed on County Board Consent Agenda

There are no items to be placed on the consent agenda

11. Adjournment

Chair Gladney declared the meeting adjourned at 7:32 p.m.

County Facilities Committee
Summary of action taken at 6/2/2009 meeting

<u>AGENDA ITEM</u>	<u>ACTION TAKEN</u>
I <u>Call to Order</u>	Chair Beckett called the Meeting to order at 7:00 p.m.
II. <u>Approval of Agenda/Addendum</u>	MOTION carried to approve the agenda
III. <u>Approval of Minutes</u>	MOTION carried to approve the Minutes of May 5, 2009 & May 21, 2009 as presented
IV. <u>Public Participation</u>	There was no public participation
V. <u>Space Utilization at Brookens</u>	MOTION carried to create a Sub-committee to study space Utilization at Brookens Administrative Center MOTION carried to approve the request of Julia Rietz and Peter Tracy, dated May 13, 2009, for allocation of space in the Brookens Administration Building for the Parenting with Love & Limits Project, at no cost, through November 2009
VI. <u>Courthouse Masonry/Bell Tower Project</u> a. Project Spreadsheet	MOTION carried to receive and place on file
VII. <u>Physical Plant</u> a. Monthly Reports	MOTION carried to receive and place on file
VIII. <u>Chair's Report</u>	No action taken

IX. County Administrator

- a. Request for installation of water line

RECOMMEND COUNTY BOARD APPROVAL of an Agreement with the Urbana Park District for the installation of a water line on County property subject to the limitations set forth in the County Administrator's memo dated May 29, 2009

X. Other Business

- a. Cancellation of July Committee Meeting

Committee consensus to cancel the July committee meeting

XI. Designation of items to be placed on the County Board Consent Agenda

No items will be on the County Board Consent Agenda

XII. Adjournment

Chair Beckett declared the meeting adjourned at 7:51 a.m.

RESOLUTION NO. 7028

RESOLUTION APPROPRIATING \$12,361.05 FROM THE CHAMPAIGN COUNTY
NURSING HOME CONSTRUCTION FUND FOR INVOICE #12326 FROM THE
RATERMAN GROUP, LTD

WHEREAS, the Raterman Group, Ltd has submitted Invoice #12326 in the amount of \$12,361.05 for Professional Services provided through March 18, 2009; and

WHEREAS, the invoice is for professional industrial hygiene services from December 1, 2008 through March 18, 2009 for final air monitoring from December 8th through 11th at the Champaign County Nursing Home.

NOW, THEREFORE BE IT RESOLVED that the Champaign County Board approve Invoice #12326 from The Raterman Group, Ltd.

PRESENTED, ADOPTED, APPROVED and RECORDED this 18th day of June, 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

Mark Shelden, County Clerk and
Ex-Officio Clerk of the County Board



THE RATERMAN GROUP, LTD.

Environmental Hazard Consultants

March 18, 2009

Mr. Denny Inman
County Administrator
Champaign County Administrative Services
Brookens Administrative Center
1776 East Washington Street
Urbana, Illinois 61802

Invoice Number 12326
Project Number 1076
Terms Net 30 Days

Professional Industrial Hygiene Services from December 1, 2008 through March 18, 2009 for final air monitoring from December 8 through 11 at the Champaign County Nursing Home, sample analysis and the written report.

Professional Fees:

Principal	21.00 hrs @ \$170.00	\$3570.00
Industrial Hygienist	52.00 hrs @ \$ 70.00	\$3,640.00
Administrative Asst.	16.00 hrs @ \$ 40.00	<u>\$640.00</u>

Total Professional Fees \$7,850.00

Direct Expenses:

Delivery, Printing	\$109.33
Sampling Media	\$523.78
Meals (Four days)	\$156.00
Mileage, Tolls	\$251.84
Lodging (Three nights)	\$233.10

Laboratory fees:

Spore trap analysis 86 @ \$39 \$3,237.00

Total Direct Expenses \$4,511.05

TOTAL DUE THIS INVOICE: \$12,361.05

RESOLUTION NO. 7029

**RESOLUTION APPROVING AN AGREEMENT BETWEEN THE COUNTY OF
CHAMPAIGN AND THE URBANA PARK DISTRICT FOR THE
INSTALLATION OF A WATER LINE**

WHEREAS, since 1998 the County Board and the Urbana Park District have partnered in the lease of facility space and property utilization at the Brookens Administrative Center site; and

WHEREAS, The Urbana Park District has requested the installation of a 2” portable water line on County property to irrigate adjacent sport fields and water service to water fountains; and

WHEREAS, the utilization of property begins at the northwest corner of the intersection of Art Bartell Road and the Champaign County Nursing Home access drive and continues (south) into the open space sports field and culminates on Urbana Park District property; and

WHEREAS, Urbana Park District will tie into the Illinois-American Water Company (IAWC) water main adjacent to Art Bartell Drive and Urbana Park District will pay for all expenses associated with the construction project as well as the water usage.

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approve an Agreement between the County of Champaign and the Urbana Park District for the installation of a water line on County property.

PRESENTED, ADOPTED, APPROVED and RECORDED this 18th day of June, 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Shelden, County Clerk and
Ex-officio Clerk of the Champaign
County Board

POLICY, PERSONNEL, & APPOINTMENTS COMMITTEE
Summary of Action Taken at 6/3/2009 Meeting

<u>ITEM</u>	<u>ACTION TAKEN</u>
1. <u>Call to Order</u>	Meeting called to order at 7:01 p.m.
2. <u>Roll Call</u>	Ammons, Betz, Gladney, Knott, McGinty, Nudo, Schroeder, and Weibel were present at the meeting.
3. <u>Approval of Agenda/Addendum</u>	Agenda was approved.
4. <u>Approval of Minutes</u>	May 6, 2009 minutes approved as presented.
5. <u>Public Participation</u>	Tommy Lockman, Lin Warfel, Becky Ryherd, Del Ryan, Lesa Lammle, & John Dimit spoke about the school facilities sales tax.
6. <u>Appointments/Reappointments</u>	
a. Forest Preserve District Board	<i>*RECOMMEND TO THE COUNTY BOARD APPROVAL of appointment of Christopher White to the Forest Preserve District Board, term ending 6/30/2014</i>
b. County Board of Health	<i>*RECOMMEND TO THE COUNTY BOARD APPROVAL of appointment of Prashanth Gowda & Mark Huls to the County Board of Health, terms ending 6/30/2012</i>
c. Developmental Disabilities Board	<i>*RECOMMEND TO THE COUNTY BOARD APPROVAL of appointment of Michael Smith to the Developmental Disabilities Board, term ending 6/30/2012</i>
d. Locust Grove Cemetery Association	<i>*RECOMMEND TO THE COUNTY BOARD APPROVAL of appointment of John Mumma & Robert Rice to the Locust Grove Cemetery Association, terms ending 6/30/2015</i>
e. Prairie View Cemetery Association	<i>*RECOMMEND TO THE COUNTY BOARD APPROVAL of appointment of Edward Fiscus, Phillip Van Ness, & Craig Wise to the Prairie View Cemetery Association, terms ending 6/30/2015</i>
f. Stearns Cemetery Association	<i>*RECOMMEND TO THE COUNTY BOARD APPROVAL of appointment of R. Charles Bensyl to the Stearns Cemetery Association, term ending 6/30/2015</i>
7. <u>Administrator's Report</u>	
a. Vacant Positions Listing	Provided for information only.
b. Prevailing Wage Ordinance	<i>*RECOMMEND TO THE COUNTY BOARD APPROVAL of Prevailing Wage Ordinance as amended</i>

****Denotes Consent Agenda Item***

- | | |
|--|---|
| c. Recommendation for Amendment of Ordinance No. 837 | *RECOMMEND TO THE COUNTY BOARD APPROVAL of Amendment of Ordinance No. 837 |
| d. Recommendation of Amendments to Champaign County Personnel Policy | *RECOMMEND TO THE COUNTY BOARD APPROVAL of Amendments to Champaign County Personnel Policy |
| e. Request for Waiver of 2009 Performance Appraisals of Appointed Officials | *RECOMMEND TO THE COUNTY BOARD APPROVAL of a waiver of the requirement for 2009 performance appraisals of appointed officials |
| 8. <u>Legislative Report</u> | None |
| 9. <u>Chair's Report</u> | |
| a. Cancellation of July Committee Meeting | The July committee meeting was canceled. |
| 10. <u>Other Business</u> | |
| a. Proclamation Supporting the Census 2010 Complete County Committee | *RECOMMEND TO THE COUNTY BOARD APPROVAL of Proclamation Supporting the Census 2010 Complete County Committee |
| b. School Facilities Sales Tax | *RECOMMEND TO THE COUNTY BOARD APPROVAL of School Facilities 1% Sales Tax Ordinance |
| c. Contract for County Administrator | *RECOMMEND TO THE COUNTY BOARD APPROVAL of Contract for County Administrator |
| d. Plan for Study of Elected vs. Appointed Officials | Agendas for the public hearings were distributed. |
| e. Recommendation to Waive County Board Rule for July County Board Agenda | *RECOMMEND TO THE COUNTY BOARD APPROVAL of Resolution approving Waiver of County Board Rule 12-F(3) for July 2009 County Board Meeting |
| 11. <u>Determination of Items to be placed on the County Board Consent Agenda</u> | Agenda items 6A-F, 7B-E, 10A & E were designated for the consent agenda. |
| 12. <u>Adjournment</u> | Meeting was adjourned at 8:33 p.m. |

ORDINANCE NUMBER 849

AN ORDINANCE imposing a retailers' occupation tax and a service occupation tax at a rate of 1% in The County of Champaign, Illinois, to be used exclusively for school facility purposes.

* * *

WHEREAS, Section 5-1006.7 of the Counties Code of the State of Illinois, as amended (the "*County School Facility Occupation Tax Law*"), authorizes the County Board (the "*County Board*") of The County of Champaign, Illinois (the "*County*"), to impose a tax upon all persons engaged in the business of selling tangible personal property, other than personal property titled or registered with an agency of the government of the State of Illinois, at retail in the County on the gross receipts of the sales made in the course of business and a service occupation tax upon all persons engaged, in the County, in the business of making sales of service, who, as an incident to making those sales of service, transfer tangible personal property within the County as an incident to a sale of service, at a rate of 1% to provide revenue to be used exclusively for school facility purposes (the "*County School Facility Occupation Taxes*") if a proposition for the County School Facility Occupation Taxes (the "*Proposition*") is submitted to the electors of the County at a regular election and approved by a majority of the electors voting on the Proposition; and

WHEREAS, in accordance with the County School Facility Occupation Tax Law and the provisions of the Election Code of the State of Illinois, as amended, the Proposition was submitted to the electors of the County at the consolidated election held on the 7th day of April, 2009 (the "*Election*"); and

WHEREAS, at the Election, a majority of the electors of the County voting on the Proposition approved the Proposition; and

WHEREAS, the County Board is now authorized to impose the County School Facility Occupation Taxes in the County:

NOW, THEREFORE, Be It and It Is Hereby Ordained by the County Board of The County of Champaign, Illinois, as follows:

Section 1. Incorporation of Preambles. The County Board hereby finds that all of the recitals contained in the preambles to this Ordinance are full, true and correct and does incorporate them into this Ordinance by this reference.

Section 2. County School Facility Occupation Taxes Imposed. The County hereby imposes the following taxes (heretofore defined as the "County School Facility Occupation Taxes"):

A. RETAILERS' OCCUPATION TAX. Except as otherwise provided in subparagraph C of this Section, there is hereby imposed upon all persons engaged in the County in the business of selling tangible personal property, other than personal property titled or registered with an agency of the government of the State of Illinois, at retail within the County, a retailers' occupation tax at a rate equal to one percent (1.0%) of the gross receipts of the sales made in the course of such business.

B. SERVICE OCCUPATION TAX. Except as otherwise provided in subparagraph C of this Section, there is hereby imposed upon all persons engaged in the County in the business of making sales of service, who, as an incident to making those sales of service, transfer tangible personal property within the County as an incident to a sale of service, a service occupation tax at a rate equal to one percent (1.0%) of the selling price of tangible personal property so transferred within the County.

C. EXCLUSIONS FROM TAX. The retailers' occupation tax and the service occupation tax imposed pursuant to this Ordinance shall not be imposed on the sale of food for human consumption that is to be consumed off the premises where it is sold (other than alcoholic beverages, soft drinks and food that has been prepared for

immediate consumption), prescription and nonprescription medicines, drugs, medical appliances and insulin, urine testing materials, syringes, and needles used by diabetics.

Section 3. Revenues Derived from the County School Facility Occupation Taxes. The revenues derived from the County School Facility Occupation Taxes, if, as and when received by school districts within the County, shall be used by such school districts solely for the acquisition, development, construction, reconstruction, rehabilitation, improvement, financing, architectural planning, and installation of capital facilities consisting of buildings, structures, and durable equipment and for the acquisition and improvement of real property and interest in real property required, or expected to be required, in connection with the capital facilities, including fire prevention, safety, energy conservation, disabled accessibility, school security, and specified repair purposes set forth under Section 17-2.11 of the School Code of the State of Illinois, as amended.

Section 4. Transmittal to Department of Revenue. The County Clerk is hereby expressly directed to transmit (a) a certified copy of this Ordinance and (b) the results of the Election to the Department of Revenue of the State of Illinois (the "*Department*") not later than October 1, 2009, for administration and enforcement by the Department commencing on January 1, 2010.

Section 5. Severability. If any section, paragraph, clause or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Ordinance.

Section 6. Repealer and Effective Date. All ordinances and resolutions and parts of ordinances and resolutions in conflict herewith be and the same are hereby repealed, and that this Ordinance be in full force and effect forthwith upon its adoption; provided, however, that the taxes imposed in Section 2 of this Ordinance shall not take effect until January 1, 2010.

AYES: _____

NAYS: _____

ABSENT: _____

ADOPTED: _____, 2009

APPROVED: _____, 2009

Chairman, County Board
The County of Champaign, Illinois

Recorded In County Records: _____, 2009.

ATTEST:

County Clerk, The County of Champaign, Illinois

STATE OF ILLINOIS)
) SS
COUNTY OF CHAMPAIGN)

CANVASS AND FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Champaign, Illinois (the "*County*"), and as such official I do further certify that at the consolidated election held on the 7th day of April, 2009 (the "*Election*"), the following proposition (the "*Proposition*") was submitted to the voters of the County:

Shall The County of Champaign, Illinois, be authorized to impose a retailers' occupation tax and a service occupation tax (commonly referred to as a "sales tax") at a rate of 1% to be used exclusively for school facility purposes?

and that I am in receipt of a Tally Sheet and Certificate of Results for each precinct in the County in which the Proposition was submitted to said voters.

I do further certify that the voters of the County were scheduled to, and did, cast votes for candidates for nomination for, election to or retention in public office at the Election.

I do further certify that I caused proper notice to be given of the Election (the "*Notice*") in accordance with the general election law of the State of Illinois by posting a copy of the Notice at my principal office at least 10 days before the date of the Election, and that attached hereto as *Exhibit A* is a true, correct and complete copy of the Notice as so posted.

I do further certify that attached hereto as *Exhibit B* is a duplicate original of the Official Ballot used in the County for the purpose of voting on the Proposition at the Election.

I do further certify that on the ____ day of April, 2009, I canvassed the votes cast in the County on the Proposition, and that attached hereto as *Exhibit C* is the Abstract of Votes for the same, a signed copy or original duplicate of which has been deposited in the official files and records of my office.

Based on the records now on file in my office, it is hereby found, determined, declared and proclaimed that a majority of all the votes cast on the Proposition was cast in favor of the Proposition.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the County, this ____ day of _____, 2009.

County Clerk, The County of
Champaign, Illinois

(SEAL)

STATE OF ILLINOIS)
) SS
COUNTY OF SANGAMON)

FILING CERTIFICATE

I, the undersigned, do hereby certify that I am _____ of the State Board of Elections of the State of Illinois (the "*Board*"), and as such official I do further certify that on the ____ day of _____, 2009, there was filed in my office a signed copy or original duplicate of the Abstract of Votes prepared by the County Clerk of The County of Champaign, Illinois (the "*County*"), for the following public question:

Shall The County of Champaign, Illinois, be authorized to impose a retailers' occupation tax and a service occupation tax (commonly referred to as a "sales tax") at a rate of 1% to be used exclusively for school facility purposes?

submitted to the voters of the County at the consolidated election held on the 4th day of November, 2008, and that the same has been deposited in the official files and records of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature, this ____ day of _____, 2009.

STATE BOARD OF ELECTIONS OF THE
STATE OF ILLINOIS

By _____
Title _____

**GENERAL ELECTION
APRIL 7, 2009
CHECKLIST**

_____ Certified Minutes of the Champaign County School District Board meetings requesting the County Board to place the Sales Tax Proposition on the ballot (as applicable)

- _____ Fisher SD 1
- _____ Mahomet-Seymour SD 3
- _____ Champaign SD 4
- _____ Tolono SD 7
- _____ Heritage SD 8
- _____ Urban SD 116
- _____ Thomasboro SD 130
- _____ Rantoul SD 137
- _____ Ludlow SD 142
- _____ St. Joseph SD 169
- _____ Gifford SD 188
- _____ Rantoul SD 193
- _____ Prairieview-Ogden SD 197
- _____ St. Joseph-Ogden SD 305

_____ Agenda for each of said School Board meetings (as applicable)

- _____ Fisher SD 1
- _____ Mahomet-Seymour SD 3
- _____ Champaign SD 4
- _____ Tolono SD 7
- _____ Heritage SD 8
- _____ Urban SD 116
- _____ Thomasboro SD 130
- _____ Rantoul SD 137
- _____ Ludlow SD 142
- _____ St. Joseph SD 169
- _____ Gifford SD 188
- _____ Rantoul SD 193
- _____ Prairieview-Ogden SD 197
- _____ St. Joseph-Ogden SD 305

_____ Certified Minutes of the January 22, 2009 County Board meeting showing the certification of the Sales Tax Proposition

 X Agenda for the January 22, 2009 County Board Meeting

- _____ Publisher's Affidavit with newspaper clipping attached showing publication of the Notice of Election in a newspaper of general circulation in the County (Note: Permissible publication dates were from March 8, 2009 to March 28, 2009)
- _____ Copy of the Notice of Election posted by the County Clerk at his or her principal office (not later than March 28, 2009)
- _____ Duplicate Original Ballot
- _____ Canvass of the election results by the County Clerk
- _____ Certificate regarding the Abstract of Votes and Proclamation of Results from the County Clerk
- _____ State Board of Elections Filing Certificate

(X = Already supplied)

EXTRACT OF MINUTES of a regular public meeting of the County Board of The County of Champaign, Illinois, held in the _____, Urbana, Illinois, in said County at _____.M. on the ____ day of _____, 2009.

* * *

The Chairman of the County Board called the meeting to order and directed the County Clerk to call the roll.

Upon the roll being called, the Chairman, _____, and the following County Board Members were physically present at said location: _____

The following County Board Members were allowed by a majority of the members of the County Board in accordance with and to the extent allowed by rules adopted by the County Board to attend the meeting by video or audio conference: _____

No County Board Member was not permitted to attend the meeting by video or audio conference.

The following County Board Members were absent and did not participate in the meeting in any manner or to any extent whatsoever: _____

* * *

The Chairman announced that the next item of business before the County Board was the consideration of an ordinance imposing a retailers' occupation tax and a service occupation tax at a rate of 1% in The County of Champaign, Illinois, to be used exclusively for school facility purposes.

Whereupon County Board Member _____ presented and the County Clerk read by title an ordinance as follows, a copy of which was provided to each County Board Member prior to said meeting and to everyone in attendance at said meeting who requested a copy:

STATE OF ILLINOIS)
) SS
COUNTY OF SANGAMON)

FILING CERTIFICATE

I, the undersigned, do hereby certify that I am _____ of the Department of Revenue of the State of Illinois (the "*Department*"), and as such official I do hereby certify that on the ____ day of _____, 2009, there were filed in my office (a) a certified copy of the ordinance numbered _____, adopted by the County Board of the County of Champaign, Illinois (the "*County*"), on the ____ day of _____, 2009, imposing a retailers' occupation tax and a service occupation tax at a rate of 1% in the County to be used exclusively for school facility purposes and (b) the results of the April 7, 2009 consolidated election held in the County that authorized a proposition to impose said taxes under Section 5-1006.7 of the Counties Code of the State of Illinois, as amended, and that the same have been deposited in the official files and records of the Department.

IN WITNESS WHEREOF, I hereunto affix my signature, this ____ day of _____, 2009.

DEPARTMENT OF REVENUE OF THE STATE
OF ILLINOIS

By _____

Title: _____

After a full and complete discussion thereof, County Board Member _____ moved and County Board Member _____ seconded the motion that said ordinance be adopted.

The Chairman directed the County Clerk to call the roll for a vote upon the motion to adopt said ordinance.

Upon roll call, the following County Board Members voted AYE: _____

The following County Board Members voted NAY: _____

Whereupon the Chairman declared the motion carried and said ordinance adopted, and in open meeting did approve and sign said ordinance and did direct the County Clerk to record the same in full in the records of the County Board of The County of Champaign, Illinois, which was done.

Other business not pertinent to the adoption of said ordinance was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

County Clerk

STATE OF ILLINOIS)
) SS
COUNTY OF CHAMPAIGN)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Champaign, Illinois (the "County"), and that as such official I am the keeper of the records and files of the County Board of the County (the "County Board").

I do further certify that the foregoing is a full, true and complete transcript of that portion of the minutes of the meeting of the County Board held on the ____ day of _____, 2009, insofar as the same relates to the adoption of an ordinance numbered _____ and entitled:

AN ORDINANCE imposing a retailers' occupation tax and a service occupation tax at a rate of 1% in The County of Champaign, Illinois, to be used exclusively for school facility purposes.

a true, correct and complete copy of which said ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the County Board at said meeting were conducted openly, that all votes taken at said meeting were taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the County Board on a date which was not a Saturday, Sunday or legal holiday in the State of Illinois and at least 48 hours in advance of the holding of said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Counties Code of the State of Illinois, as amended, and that the County Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the County Board in the conduct of said meeting.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the County, this ____ day of _____, 2009.

County Clerk

(SEAL)

RESOLUTION NO. 7004

RESOLUTION APPROVING THE EMPLOYMENT AGREEMENT FOR THE COUNTY ADMINISTRATOR

WHEREAS, The Champaign County Board has adopted Ordinance Number 837 establishing a single County Administrator system and prescribing the duties, powers, and responsibilities of the County Administrator; and

WHEREAS, It is the desire of the Champaign County Board to employ the services of Debra L. Busey as the County Administrator; and

WHEREAS, On March 19, 2009, the Champaign County Board appointed a negotiating team to negotiate an employment agreement for the purpose of employing Debra L. Busey as the County Administrator; and

WHEREAS, On June 3, 2009, the Policy, Personnel, & Appointments Committee recommended the County Board approve the County Administrator employment agreement with Debra L. Busey, as documented in Attachment A1 of this Resolution;

NOW, THEREFORE, BE IT RESOLVED by the Champaign County Board that the County Administrator employment agreement with Debra L. Busey, as documented in Attachment A1 of this Resolution is hereby approved; and

BE IT FURTHER RESOLVED by the Champaign County Board that the Chair of the Champaign County Board is hereby authorized to execute the County Administrator employment agreement with Debra L. Busey, as documented in Attachment A1 of this Resolution.

PRESENTED, ADOPTED, APPROVED, and RECORDED this 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

Mark Shelden, County Clerk and
Ex-Officio Clerk of the County Board

Attachment A1

Employment Agreement

This AGREEMENT, made and entered into this ____ day of _____, 2009, by and between the COUNTY OF CHAMPAIGN, ILLINOIS, a Body Politic and Corporate (hereinafter called the "Employer") and Debra L. Busey (hereinafter called the "Employee"), both parties understand and agree, as follows:

WHEREAS, it is the desire of the Champaign County Board to establish a single administrator system; and

WHEREAS, it is the desire of the County Board to employ the services of the Employee as *County Administrator* for the County of Champaign, pursuant to and as provided by Ordinance No. 837, known as *An Ordinance Establishing Single Administrator System and Prescribing the Duties, Powers and Responsibilities of the County Administrator*, dated October 21, 2008, (hereinafter "Ordinance No. 837");

WHEREAS, it is the desire of the Champaign County Board to establish certain terms and conditions of employment and to set working conditions of said Employee;

WHEREAS, it is the desire of the County Board: (1) to secure and retain the services of the Employee and to provide inducement for the Employee to remain in such employment; (2) to make possible full work productivity by assuring the Employee's morale and peace of mind with respect to future security; and (3) to provide a just means for terminating the Employee's services at such time as the Employee may be unable to discharge the Employee's duties or when the Employer may otherwise desire to terminate the Employee's employment;

WHEREAS, the Employee desires to accept employment as County Administrator for Champaign County, Illinois;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree, as follows:

Section 1. Duties

The Employer agrees to employ the Employee as Administrator to perform those functions and duties set forth in Ordinance No. 837, and to perform other duties as the Employer may from time to time assign to the Employee.

It is understood by both the Employee and the Employer that the Employee will perform the functions and duties as designated in Ordinance No.837.

Section 2. Term

- A. It is mutually understood and agreed between the parties that the employment relationship herein created is terminable at will and nothing in this Agreement shall prevent, limit or otherwise interfere with the right and authority of the Employer to terminate the services of the Employee at any time. In the event the Employer terminates the employment of the Employee, the provisions set forth in Section 15, Paragraphs A. and B., shall apply to the extent said provisions are applicable to the facts and circumstances at the time of termination.
- B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Employee, at any time, to resign the Employee's position with the Employer. In the event the Employee resigns as Administrator of Champaign County, the provisions set forth in Section 15, Paragraph C., of this Agreement shall be applicable.
- C. The terms and conditions of this Agreement shall be effective through and including November 30, 2013. The parties specifically understand this paragraph relates to the term of this written document and the use of the word "termination" in this paragraph only relates to the continuation of the terms of this written document and not to the continuation or discontinuation of the Employer-and-Employee relationship which may extend beyond November 30, 2013 under a newly negotiated successor written Agreement.
- D. The Employee agrees to remain in the exclusive employ of the Employer, and the Employee shall not accept compensation for other employment unless or until the existing employment relationship is terminated by the Employer or the Employee resigns, unless prior approval is obtained from the County Board.

Section 3. Disability

If the Employee becomes unable to perform the Employee's duties because of sickness, accident, injury, or mental incapacity for a period beyond any time provided through the Champaign County Personnel Leave of Absence Policy or amendments thereto, with or without reasonable accommodation, the Employer shall have the option to terminate the employment relationship, subject to the severance pay benefits in Section 15, Paragraph A, and subject to applicable State and Federal Law.

Section 4. Salary

- A. The Employer agrees to pay the Employee for services rendered as the County Administrator of Champaign County at a base annual salary rate of \$103,155 from the date

this contract is executed to November 30, 2009; and at a base annual salary rate of \$125,000.00 effective December 1, 2009 through November 30, 2010. The Employer further agrees to negotiate with the Employee during the month of June 2010 the base annual salary rate to be paid to the employee for the County's fiscal years 2011, 2012 and 2013.

- B. Salary payments are contingent upon the existence of an actual employment relationship between the parties as herein defined. It is further understood that in the event the Employee resigns or the employment relationship is otherwise terminated, neither the Employee, the Employee's estate nor the Employee's heirs shall thereafter have any claim for any additional salary except for such salary installments have accrued but are yet unpaid and such unpaid sick pay, holiday pay, vacation and other payments generally made to all other non-bargaining unit employees of the Employer upon severance of their employment relationship plus severance pay, if applicable.

Section 5. Performance Evaluation

- A. The County Board shall review and evaluate the performance of the Employee annually. The annual review and evaluation shall be conducted by an appraisal team consisting of the County Board Chair, County Board Vice-Chair, and the county board member designated as caucus leader of the minority party, or his/her designee.
- B.. Further, said review and evaluation shall be conducted in a confidential manner, in executive session conducted at the County Board level.
- C. Further, the findings of said Appraisal Team shall be presented in a confidential manner to the County Board for consideration and adoption, and the Chair of the County Board shall provide the Employee with a summary written statement of the findings of said Employment Appraisal Team and provide an adequate opportunity for the Employee to present written comments and/or to discuss the evaluation with the County Board, which discussion shall be held in closed session, before said findings are adopted. Public comment regarding the Employee's performance should not be made by any Board member outside of the context of the process defined in this section. If the Employee is publicly criticized by any Board member, the Employee shall have the right to request corrective action and to be made whole under the Grievance Process as defined in Chapter 6 of the Champaign County Personnel Policy.
- D. None of the provisions of this Section 5, shall limit the right of the County Board to terminate under Section 14.

Section 6. Hours of Work

The regularly scheduled number of hours for the Administrator shall be thirty-seven and one-half (37 ½) per week. It is recognized that the Employee must devote a great deal of time to this employment outside of the normal office hours of business of the Employer, including evening meetings of the Champaign County Board and its committees. The regularly scheduled number of hours for the Administrator position shall be thirty-seven and one-half (37 ½) per week.

Section 7. Vacation, Sick and Military Leave

The Employee shall accrue and be granted vacation and sick leave at the same rate as appointed department heads. Leave for military duty shall be granted as provided by law. The Employee shall provide written notice to the County Board Chair and Chairs of Standing Committees in advance of vacation time taken in increments of five working days or more. The Employee shall provide written documentation to the payroll coordinator in Administrative Services at the end of any pay period in which the Employee used benefit time.

Section 8. Disability, Health and Life Insurance

- A. The Employer agrees to put into force and to make required premium payments for the Employee as are provided other non-bargaining employees of the Employer for life, accident, sickness, disability income benefits, all medical, dependent, or other coverage either through group insurance covering the Employee and the Employee's dependents or a self-funded insurance program. The choice shall be the Employer's exclusively.
- B. The Employer agrees to provide hospitalization, surgical and comprehensive medical benefits for the Employee and the Employee's dependents and to pay the premiums thereon to the same extent as those provided to other non-bargaining employees of the Employer, or, in the event no such plan exists, to provide same for the Employee.

Section 9. Retirement

- A. The Employer agrees to execute all necessary agreements provided by the Illinois Municipal Retirement Fund (IMRF) for the Employer's participation in said retirement plan.
- B. The Employee may make payments to an approved tax deferred compensation plan in the maximum amount allowable under such plan in the event it is adopted.

Section 10. Dues

The Employer recognizes the value of the Employee's participation and leadership in related professional associations. The Employer will pay dues and reimburse reasonable expenses for participation in such associations as approved and budgeted by the County Board.

Section 11. Indemnification

- A. The Employer shall defend, save, hold harmless and indemnify the Employee against all claims of negligence or professional liability or other legal actions, whether groundless or otherwise, arising out of an act or omission allegedly occurring in the performance of the Employee's duties as Administrator.
- B. The decision to compromise, settle, litigate or appeal any such claim or demand rests solely with the County of Champaign. Provided however, the Employer shall have no duty or obligation under this paragraph if the Employee fails to give the Employer prompt notice of an impending claim or lawsuit.

Section 12. Bonding

The Employer shall bear the full cost of any fidelity or other bonds required of the Employee under any law or ordinance.

Section 13. Other terms and Conditions of Employment

All provisions of Champaign County Ordinances or Resolutions, and the regulations and rules of the Employer relating to vacation and sick leave, retirement and pension system contributions, holidays and other fringe benefits and working conditions as they now exist or hereafter may be amended, also shall apply to the Employee as they would to other non-bargaining employees of the Employer, in addition to said benefits enumerated specifically for the benefit of the Employee, except as herein provided.

Section 14: Termination

The Employee shall serve at the pleasure of the County Board of Champaign County, and said employment may be terminated at any time, by motion adopted by a majority of all County Board members then active. The requirement of a majority of the entire County Board for such a vote to pass shall supersede the requirement of Champaign County Resolution No. 4070 (Champaign County Board Rules), paragraph 15B., to the limited extent the two are in conflict. The motion to terminate shall provide for the termination of said employment effective immediately or at such time as the Board may designate in said motion; or said motion may be referred to the Finance Committee by a majority vote of all County Board members then active, for study and preparation of a committee report concerning the continued employment of the Administrator before action is taken by the Board. Said committee report shall be presented to the Board by the next regular meeting of the Board.

Section 15. Severance Pay

- A. In the event the employment relationship is terminated by the County Board, other than for just cause, while the Employee is ready, willing and able to perform the Employee's duties under this Agreement, then, in that event, the Employer agrees to pay the Employee a severance payment, as follows:

Step 1: From the effective date of this Contract – November 30, 2011, an amount equal to four (4) months of the Employee's annual base salary; from December 1, 2011 – November 30, 2013, an amount equal to three (3) months of the Employee's annual base salary.

Step 2: Any amounts required by law to be deducted (i.e., Federal Income Tax, FICA, State Income Tax, IMRF) shall be subtracted from the figure arrived at in Step 1.

Step 3: Any amount equal to the remainder as determined in Steps 1 and 2 shall be paid over as the severance payment within fourteen (14) days of the effective date of termination.

The afore-described severance payment shall be in addition to payment for any accrued but yet unpaid vacation leave, personal leave and salary on the effective date of termination. The Employer acknowledges that any agreement by the Employee to waive the Employee's right to claim unemployment compensation may be legally void or voidable.

- B. In the event the Employee is terminated for just cause, the Employer shall have no obligation to the Employee for the severance payment as described in Section 15, Paragraph A.

For purposes of this Agreement, "just cause" shall include, but not be limited to:

1. commission of any capital crime or a felony, including, without limitation, bribery, perjury, fraud or felony theft. A finding of guilt or a plea of guilty before a court of competent jurisdiction shall be deemed conclusive proof of guilt. However, such a finding or plea shall not be necessary to terminate for criminal conduct;
2. professional misconduct (including, but not limited to, intentional misappropriation of funds for personal gain);
3. gross, willful, and substantial failure to perform the essential functions and duties of the Administrator position, as set forth in this Agreement, after being given reasonable time and resources with which to do so.

- C. In the event the Employee voluntarily resigns as Administrator, the Employee agrees to give the Employer sixty (60) days written notice in advance of the effective date of the resignation, and the Employee agrees that, in the event of any voluntary resignation, the

Employee shall not be entitled to any severance payment in addition to payment for unpaid vacation and salary accrued, but not yet paid on the effective date of resignation

D. Constructive Discharge

All resignations are presumed voluntary. If the Employee demonstrates a resignation is compelled by circumstances which are:

1. beyond his or her control; and
 2. entirely under the control of the Employer; and
 3. make continued employment so unreasonable or intolerable that no person could reasonably be expected to continue employment under such circumstances,
- the Employee shall be entitled to severance benefits as set forth in paragraph 15.A, above.

The addition of those reasonable duties which may from time to time arise in the administration of County business shall not constitute constructive discharge. The elimination of any delineated duties is not to be construed as constructive discharge, provided that in no event shall all or substantially all of the duties assigned to the Employee under this Agreement be eliminated.

Section 16. Arbitration

- A. Any termination claimed by the Employer to be done with just cause, aside from a termination upon conviction or plea of guilty to criminal conduct, shall be subject to arbitration, subject to the procedures set forth below. To the extent allowed by law, any termination claimed by the Employee to be unlawful or in violation of this Agreement, and any resignation claimed to be a constructive discharge, shall be subject to arbitration, subject to the procedures set forth below.
- B. The Employee must file a notice of intent to arbitrate within ten (10) working days after final County Board action terminating employment, or the resignation claimed to be constructive discharge. Within ten (10) working days after receipt of this notice, and in the event the parties are unable to agree upon an arbitrator, the parties shall immediately, jointly request the Federal Mediation and Conciliation Services to submit a panel of seven (7) arbitrators. Each party has the right to reject one entire panel. Both the Employer and the Employee shall have the right to strike three (3) names from the unrejected panel. A flip of the coin shall determine which party shall strike the first name, loser striking first. This process will be repeated, and the last remaining person on the list shall be the arbitrator. The arbitrator shall be notified of this selection by a joint letter from the Employee and the Employer, requesting that he/she set a time and place for hearing, subject to the availability

to the availability of the Employee and Employer, and their representatives.

- C. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. He/she shall consider and decide only the specific issue(s) submitted to him/her in writing by the Employee and the Employer, and shall have no authority to make a decision on any other issue not so submitted to him/her. The arbitrator shall be without power to make decisions contrary to, inconsistent with, or modifying or varying in any way, applicable State or Federal laws. Questions of arbitrability shall be decided by the arbitrator. The arbitrator shall make a preliminary determination on the question of arbitrability. Once a determination has been made that the matter is arbitral, the arbitrator shall then proceed to hear the merits of the dispute; however, a final award on the merits of the dispute shall not be rendered until a decision is made that the dispute is arbitral. The arbitrator's determination with respect to arbitrability shall be subject to reversal only if the reviewing authority finds it to be inconsistent with the procedures set forth herein, or otherwise without reasonable basis. The arbitrator shall submit, in writing, his/her decision within thirty (30) days following close of the hearing or the submission of briefs by the parties consistent with the briefing schedule of the arbitrator, whichever is later, unless the parties agree to an extension thereof. The decision shall be based solely upon the arbitrator's interpretation of the meaning or application of the express terms of this Agreement to the facts of the grievance presented. The decision of the arbitrator shall be final and binding upon the Employee and the Employer.
- D. The fee and expense of the arbitrator and the cost of a single copy of a written transcript for the arbitrator shall be borne by the losing party at arbitration; provided, however, that each party shall be responsible for compensating its own representatives and witnesses, and purchasing its own copy of the written transcript.

Section 17. Notices

Notices pursuant to this Agreement shall be given by depositing said notice in the United States Postal Service, postage prepaid, and addressed, as follows:

- (1) EMPLOYER:
Chair, Champaign County Board
1776 East Washington
Urbana, IL 61802
- (2) EMPLOYEE:
Debra L. Busey

4605 Stonebridge Drive
Champaign, IL 61822

Either party can amend such address with notice given as herein provided. Alternatively, notices required pursuant to this Agreement may be personally served. Any notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the United States Postal Service.

Section 18. Personal Services; Assignment

The Employee agrees the services rendered under this Agreement shall be the personal services of the Employee. Both parties agree there shall be no assignment of the personal services by the Employee. In the event the Employee assigns to another all or any part of the personal services contemplated by this Agreement to be rendered by the Employee, except for routine delegation of duties to another County employee, the parties agree such assignment shall constitute and be treated as the Employee's written notice of voluntary resignation.

Section 19. Training

The Employer agrees to fund two (2) annual professional training conferences/seminars related to County Administrator responsibilities.

Section 20. General Provisions

- A. All appendices and Champaign County Ordinances referred to herein are incorporated herein by reference. The text herein, together with such materials, shall constitute the entire agreement between the parties with respect to the subject matter hereof. Any and all other agreements, understandings, or representations by other parties hereto prior to this date, whether oral or written, are hereby superseded, terminated and cancelled in their entirety and are of no further force or effect.
- B. There shall be no rule of construction that this Agreement is to be construed strictly against the Employer as employer, drafter, or otherwise.
- C. This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of the Employee.
- D.. This Agreement shall become effective commencing October 1, 2009.
- E. If any provision, or portion thereof, contained in this Agreement shall be held to be unconstitutional, invalid, or unenforceable, such provision or portion thereof shall be deemed severable and the balance of the Agreement shall remain in full force and effect. In the event this contract is deemed void because it extends beyond the term of the current

County Board, the provisions of this Agreement relating to the current term of the County Board shall remain in full force and effect as a separate and independently operating contract for that term.

- F. All matters pertaining to the validity, construction and effect of this Agreement shall be governed by the laws of the State of Illinois.
- G. Any failure by any party to enforce strictly the terms of this Agreement on one occasion shall not be deemed a waiver of the right to enforce strictly the terms of this Agreement on future occasions.
- H. All headings herein are for organizational purposes only and shall not be considered when interpreting this Agreement.

IN WITNESS WHEREOF, the County of Champaign has caused this Agreement to be signed and executed in its behalf by its County Board Chair, and duly attested by its County Clerk, and the Employee has signed and executed this Agreement, both in duplicated, the day and year first above written.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

Mark Sheldon, County Clerk and
Ex-Officio Clerk of the County Board

Debra L. Busey

ATTEST:

Notary Public

FINANCE COMMITTEE
Summary of Action Taken at 6/4/2009 Meeting

<u>ITEM</u>	<u>ACTION TAKEN</u>
1. <u>Call to Order</u>	Meeting called to order at 7:00 p.m.
2. <u>Roll Call</u>	Betz, Doenitz, Jones, McGinty, Moser, Richards, & Wysocki were present at the meeting.
3. <u>Approval of Agenda/Addendum</u>	Agenda and addendum were approved.
4. <u>Approval of Minutes</u>	May 7, 2009 minutes were approved as presented.
5. <u>Public Participation</u>	None
6. <u>Budget Amendments/Transfers</u>	<i>*RECOMMEND TO THE COUNTY BOARD APPROVAL of Budget Amendments #09-00054, #09-00055, #09-00056, #09-00057, & #09-00058</i>
7. <u>Coroner</u>	
a. Request for Waiver of Hiring Freeze	Motion approved to waive the 3-month vacancy required by the hiring freeze for one position in the Coroner's Office.
 <u>ADDENDUM</u>	
7. <u>State's Attorney</u>	
a. Request for Waiver of Hiring Freeze	Removed from agenda.
8. <u>County Administrator</u>	
a. General Corporate Fund FY2009 Revenue/Expenditure Project Report	Received and placed on file.
b. General Corporate Fund Budget Change Report	Received and placed on file.
c. Distribution of Public Health Levy	Provided for information only.
d. Approval of Application for, and if awarded, Acceptance of America Recovery and Reinvestment Act Grants for Champaign County Facilities	<i>*RECOMMEND TO THE COUNTY BOARD APPROVAL of Application for, and if awarded, Acceptance of America Recovery and Reinvestment Act Grants for Champaign County Facilities</i>
e. Legislative Budget Hearings Schedule	The budget hearings will be held on August 24 th & 25 th .
9. <u>Nursing Home</u>	
a. Financial Report on the Nursing Home	No action taken.
10. <u>Treasurer</u>	
a. Monthly Report	Received and placed on file.

11. **Auditor**
 - a. Purchases Not Following Purchasing Policy Provided for information only.
 - b. Monthly report for April 2009 Received and placed on file.
 - c. Payment of Claims Authorization Process No action taken.
12. **Inter-Committee Communication from the Policy, Personnel, & Appointments Committee**
 - a. Intervention Regarding Illinois American Water Rate Increase The County Board Chair will return with this request in October.
13. **Chair's Report** None
14. **Other Business**
 - a. Cancellation of July Committee Meeting The July committee meeting was canceled.
15. **Designation of Items to be Placed on County Board Consent Agenda** Agenda items 6A-E were designated for the consent agenda.
16. **Adjournment** Meeting adjourned at 7:36 p.m.

RESOLUTION NO. 7023

RESOLUTION FOR THE APPROVAL AND, IF AWARDED, ACCEPTANCE OF THE
AMERICAN RECOVERY AND REINVESTMENT ACT GRANTS FOR CHAMPAIGN
COUNTY FACILITIES

WHEREAS, Champaign County has received notification that grant funding is available from the American Recovery and Reinvestment Act for facilities projects; and

WHEREAS, The Champaign County Administrator of Finance & HR Management and the County Administrator of Facilities & Procurement have compiled a list of facilities projects with estimated costs totaling \$1,598,100.00 that will be used in applying for American Recovery and Reinvestment Act grant funding; and

WHEREAS, On May 21, 2009, the Champaign County Board approved the expenditure of \$28,000 to pay for engineering services necessary to apply for the American Recovery and Reinvestment Act Grant;

NOW, THEREFORE, BE IT RESOLVED by the County Board of Champaign County that the application for the American Recovery and Reinvestment Act Grant for facilities projects is hereby approved and, if awarded, accepted.

PRESENTED, ADOPTED, APPROVED and RECORDED this 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Sheldon, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7024

PAYMENT OF CLAIMS AUTHORIZATION

June 2009

FY 2009

WHEREAS, The County Auditor has examined the Expenditure Approval List of Claims against the County of Champaign totaling \$5,176,081.14 including warrants 419054 through 420307; and

WHEREAS, The claims included on the list were paid in accordance with Resolution No. 1743; and

WHEREAS, Claims against the Mental Health Fund do not require County Board approval and are presented for information only; and

WHEREAS, The County Auditor has recommended the payment of all claims on the Expenditure Approval List; and

WHEREAS, The County Board finds all claims on the Expenditure Approval List to be due and payable;

NOW, THEREFORE, BE IT RESOLVED by the Champaign County Board that payment of the claims totaling 5,176,081.14 including warrants 419054 through 420307 is approved.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of June A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Shelden, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7025

PURCHASES NOT FOLLOWING PURCHASING POLICY

June, 2009

FY 2009

WHEREAS, Purchases by Champaign County offices and departments sometimes occur that are not in compliance with the Champaign County Purchasing Policy; and

WHEREAS, The Champaign County Auditor must present those purchases to the Champaign County Board for approval of payment;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the purchases not following purchasing policy as presented by the Champaign County Auditor on June 18, 2009 are hereby approved for payment.

PRESENTED, ADOPTED, APPROVED, AND RECORDED This 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Shelden, County Clerk
and ex-officio Clerk of the
Champaign County Board

FOR COUNTY BOARD APPROVAL
6/18/09

PURCHASES NOT FOLLOWING THE PURCHASING POLICY, AND EMERGENCY PURCHASES

DEPARTMENT	APPROPRIATION #	VR#/PO#	VR/PO DATE	DESCRIPTION	VENDOR	AMOUNT
FY08 EXPENDITURES PAID IN FY09						
** RPC	075-var-571.80	VR#029-1208	05/19/09	FY08 Kronos maintenance	CCT-Gen Corp	\$ 1,287.11
** County Bridge	084-060-555.10	VR#084-019	05/13/09	Champ-Douglas bridge Nov	Newell Construction	\$ 335.33
** County Bridge	084-060-544.10	VR#084-025	06/02/09	Somer township bridge Nov	Stark Excavating	\$ 376.34
** Township Bridge	087-060-544.10	VR#087-007	06/02/09	Somer township bridge Nov	Stark Excavating	\$ 301.08
** County Motor Fuel Tax	085-060-533.04	VR#085-043	05/11/09	Windsor Rd eng May07-Nov08	City of Urbana	\$ 78,132.60
** Nursing Home	081-430-522.31	VR#044-662	03/12/09	Nov medical supplies	Health One of Central IL	\$ 94.27
** Nursing Home	081-410-571.80	VR#044-1017	05/13/09	FY08 Kronos maintenance	CCT-Gen Corp	\$ 3,299.94
** Head Start	104-var-571.80	VR#104-1188	05/20/09	FY08 Kronos maintenance	CCT-Gen Corp	\$ 1,053.09
** Self-Funded Insurance	476-118-533.03	VR#118-041	05/27/09	Attorney fees November	Heyl, Royster, Voelker	\$ 115.50
** Self-Funded Insurance	476-118-533.03	VR#118-042	05/27/09	Attorney fees November	Heyl, Royster, Voelker	\$ 132.00

*****According to Illinois Attorney General and Champaign County State's Attorney,
the Purchasing Policy does not apply to the office of elected officials.*****

** Paid- For Information Only

HIGHWAY & TRANSPORTATION COMMITTEE
Summary of Action Taken at 6/5/09 Meeting

<u>ITEM</u>	<u>ACTION TAKEN</u>
1. <u>Call to Order</u>	Meeting called to order at 9:00 a.m.
2. <u>Approval of Agenda/Addendum</u>	MOTION carried to approve the agenda
3. <u>Approval of Minutes</u>	MOTION carried to approve the minutes of May 9, 2009
4. <u>Public Participation</u>	There was no public participation
5. <u>Monthly Reports</u>	
A. County & Township Motor Fuel Tax Claims – May 2009	MOTION carried to receive and place on file
6. <u>County Engineer</u>	
A. Resolution for Contract Award Authority for 2009 Pavement Striping	*RECOMMEND COUNTY BOARD APPROVAL of the Resolution for Contract Award Authority for 2009 Pavement Striping
B. Resolution Appropriating Motor Fuel Tax Funds for Windsor Road Section #06-00390-01-WR	*RECOMMEND COUNTY BOARD APPROVAL of the Resolution Appropriating Motor Fuel Tax Funds for Windsor Road Section #06-00390-01-WR
C. CR20 Project – Illinois Emergency Repair Program	A resolution will be sent to the County Board on June 18, 2009 for approval of, and if awarded acceptance of, the Illinois Emergency Repair Program Grant
7. <u>Other Business</u>	
A. Approval of Closed Session Minutes – April 17, 2009	Deferred
B. Cancellation of July Meeting	The July committee meeting was cancelled
8. <u>Determination of Consent Agenda Items</u>	Items 6 A & B will be placed on the County Board Consent Agenda
9. <u>Adjournment</u>	Meeting adjourned at 9:20 a.m.

RESOLUTION NO. 7030

RESOLUTION FOR THE APPROVAL AND, IF AWARDED, ACCPETANCE OF THE
EMERGENCY REPAIR PROGRAM GRANT FOR THE CHAMPAIGN COUNTY HIGHWAY
DEPARTMENT

WHEREAS, Champaign County was notified of the Emergency Repair Program through the Champaign County Highway Department; and

WHEREAS, the Champaign County Highway Department is requesting a grant in the amount of \$1,675,000 to be used for the repair of County Highway 20 from 1800E to County Highway 12; and

WHEREAS, there is no match requirement for this grant and acceptance of this grant does not require any financial contribution by Champaign County.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Champaign County that the application for the Emergency Repair Program Grant is hereby approved and, if awarded, accepted for the Champaign County Highway Department.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of June, 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Shelden, County Clerk
and ex-officio Clerk of the
Champaign County Board

Summary of Committee Action

Champaign County Environment & Land Use Committee Meeting

Date: June 8, 2009
Time: 7:00 P.M.
Place: Lyle Shields Meeting Room
Brookens Administrative Center
1776 E. Washington St.
Urbana, Illinois

Members Present:

Jan Anderson, Carol Ammons, Brad Jones, Alan Kurtz, Ralph Langenheim, Steve Moser, Jon Schroeder (VC), Barbara Wysocki (C)

Phone: (217) 384-3708

Members Absent: *Chris Doenitz*

AGENDA

- **County Board Action Required**
Old Business shown in Italics
-

- | | |
|---|---|
| 1. Call to Order | 7:00 p.m. |
| 2. Approval of Agenda | Approved
Item #5 moved to last |
| 3. Approval of Minutes (May 11, 2009) | Approved as amended |
| 4. Correspondence | |
| A. Letter from Sodemann & Associates, Inc. dated May 26, 2009 | Information only |
| 5. Chair's Report | |
| A. Cancellation of July Committee Meeting | The July meeting will be cancelled if Zoning Case 611-AM-08 is not forwarded by the ZBA |
| 6. Public Participation | None |
| 7. Recreation and Entertainment License: Champaign County Fair Association, 902 N. Coler Avenue, Urbana. County Fair and Carnival July 24 thru August 1, 2009 | Approved |
| 8. Updates: | |
| A. <i>Champaign County Hazard Mitigation</i> | Information only |
| B. <i>House Bill 466 (regarding Chatham decision)</i> | County Board Chair requested to write a letter to the Governor |

ENVIRONMENT AND LAND USE COMMITTEE
SUMMARY OF COMMITTEE ACTION

June 08, 2009

PAGE 2

- | | |
|--|--|
| <i>C. 2009 Countywide Computer and Electronics Recycling Collection Report</i> | Information only |
| 9. Preliminary Overview of Draft goals and Policies for the Land Resource Management Plan | Information only |
| 10. Recommendations for the East-Central Illinois Regional Water Planning Committee | Information only. Executive Summary placed on file |
| 11. Hiring Professional Consultants for Review of Certain Technical Studies for Wind Farm County Board Special Use Permits | Zoning Administrator to report back with better cost estimates for each type of technical review |
| 12. Monthly Reports (October-December 2008 and January-May 2009) | October and November accepted and placed on file |
| 13. Other Business | None |
| 14. Determination of Items to be placed on the County Board Consent Agenda | None |
| 15. Adjournment | 8:55 p.m. |

Consent Agenda Items

RESOLUTION NO. 7005

RESOLUTION APPOINTING CHRISTOPHER WHITE TO THE FOREST PRESERVE
DISTRICT BOARD

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Christopher White to be a Commissioner of the Forest Preserve District Board; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 35 ILCS 200/6-5;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the Champaign County Board does hereby advise and consent to the appointment of Christopher White as a Commissioner of the Forest Preserve District Board for a term commencing July 1, 2009 and ending June 30, 2014; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Christopher White, 507 W. Sangamon Street, Fisher IL 61843.

PRESENTED, ADOPTED, APPROVED, AND RECORDED This 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Shelden, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7006

RESOLUTION APPOINTING PRASHANTH GOWDA TO THE CHAMPAIGN COUNTY
BOARD OF HEALTH

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Prashanth Gowda to be a Member of the Champaign County Board of Health; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 35 ILCS 200/6-5;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the Champaign County Board does hereby advise and consent to the appointment of Prashanth Gowda as a Member of the Champaign County Board of Health for a term commencing July 1, 2009 and ending June 30, 2012; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Prashanth Gowda, 2702 Landis Farm Road, Urbana IL 61802.

PRESENTED, ADOPTED, APPROVED, AND RECORDED This 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Shelden, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7007

RESOLUTION APPOINTING MARK HULS TO THE CHAMPAIGN COUNTY BOARD OF HEALTH

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Mark Huls to be a Member of the Champaign County Board of Health; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 35 ILCS 200/6-5;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the Champaign County Board does hereby advise and consent to the appointment of Mark Huls as a Member of the Champaign County Board of Health for a term commencing July 1, 2009 and ending June 30, 2012; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Mark Huls, 3924 Rockdale Drive, Champaign IL 61822.

PRESENTED, ADOPTED, APPROVED, AND RECORDED This 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Shelden, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7008

RESOLUTION APPOINTING MICHAEL SMITH TO THE BOARD FOR THE CARE AND TREATMENT OF PERSONS WITH A DEVELOPMENTAL DISABILITY

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Michael Smith to be a Member of the Board for the Care and Treatment of Persons with a Developmental Disability; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 35 ILCS 200/6-5;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the Champaign County Board does hereby advise and consent to the appointment of Michael Smith as a Member of the Board for the Care and Treatment of Persons with a Developmental Disability for a term commencing July 1, 2009 and ending June 30, 2012; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Michael Smith, 810 Dodds Drive, Champaign IL 61820.

PRESENTED, ADOPTED, APPROVED, AND RECORDED This 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Sheldon, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7009

RESOLUTION APPOINTING JOHN MUMMA TO THE LOCUST GROVE CEMETERY
ASSOCIATION

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of John Mumma to be a Trustee of the Locust Grove Cemetery Association; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 35 ILCS 200/6-5;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of John Mumma as a Trustee of the Locust Grove Cemetery Association for a term commencing July 1, 2009 and ending June 30, 2015; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: John Mumma, 408 E. Roosevelt Road, Philo IL 61864.

PRESENTED, ADOPTED, APPROVED, AND RECORDED This 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Sheldon, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7010

RESOLUTION APPOINTING ROBERT RICE TO THE LOCUST GROVE CEMETERY
ASSOCIATION

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Robert Rice to be a Trustee of the Locust Grove Cemetery Association; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 35 ILCS 200/6-5;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Robert Rice as a Trustee of the Locust Grove Cemetery Association for a term commencing July 1, 2009 and ending June 30, 2015; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Robert Rice, 203 South Adams Street, Philo IL 61864.

PRESENTED, ADOPTED, APPROVED, AND RECORDED This 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Shelden, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7011

RESOLUTION APPOINTING EDWARD FISCUS TO THE PRAIRIE VIEW CEMETERY ASSOCIATION

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Edward Fiscus to be a Trustee of the Prairie View Cemetery Association; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 35 ILCS 200/6-5;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Edward Fiscus as a Trustee of the Prairie View Cemetery Association for a term commencing July 1, 2009 and ending June 30, 2015; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Edward Fiscus, 2341 Homer Lake Road, St. Joseph IL 61873.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Shelden, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7012

RESOLUTION APPOINTING PHILLIP VAN NESS TO THE PRAIRIE VIEW CEMETERY ASSOCIATION

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Phillip Van Ness to be a Trustee of the Prairie View Cemetery Association; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 35 ILCS 200/6-5;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Phillip Van Ness as a Trustee of the Prairie View Cemetery Association for a term commencing July 1, 2009 and ending June 30, 2015; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Phillip Van Ness, 902 Pheasant Lane, Savoy IL 61874.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Shelden, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7013

RESOLUTION APPOINTING CRAIG WISE TO THE PRAIRIE VIEW CEMETERY
ASSOCIATION

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Craig Wise to be a Trustee of the Prairie View Cemetery Association; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 35 ILCS 200/6-5;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Craig Wise as a Trustee of the Prairie View Cemetery Association for a term commencing July 1, 2009 and ending June 30, 2015; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Craig Wise, 4110 S. Duncan Road, Champaign IL 61822.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Sheldon, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7014

RESOLUTION APPOINTING R. CHARLES BENSYL TO THE STEARNS CEMETERY
ASSOCIATION

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of R. Charles Bensyl to be a Trustee of the Stearns Cemetery Association; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 35 ILCS 200/6-5;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of R. Charles Bensyl as a Trustee of the Stearns Cemetery Association for a term commencing July 1, 2009 and ending June 30, 2015; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: R. Charles Bensyl, 102 E. Kyle, Ogden IL 61859.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Sheldon, County Clerk
and ex-officio Clerk of the
Champaign County Board

ORDINANCE NO. 850

**AN ORDINANCE OF THE COUNTY OF CHAMPAIGN, ILLINOIS
ASCERTAINING THE PREVAILING RATE OF WAGES FOR LABORERS,
MECHANICS, AND OTHER WORKERS EMPLOYED IN PUBLIC WORKS OF
SAID COUNTY**

WHEREAS, the State of Illinois has enacted “An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, County or any public body or any political subdivision or by any one under contract for public works,” approved June 26, 1941, codified as amended, 820 ILCS 130/1 et seq., and

WHEREAS, the aforesaid Act requires that the County Board of the County of Champaign investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of said County of Champaign employed in performing construction of public works, for said Champaign County;

NOW, THEREFORE BE IT ORDAINED by the County Board of the County of Champaign, Illinois, effective June 1, 2009, as follows:

SECTION 1: To the extent and as required by “An Act regulating wages of laborers, mechanics and other workers employed in any public works by State, County, City or any public body or any political subdivision or by anyone under contract for public works,” approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in construction of public works coming under the jurisdiction of the County of Champaign is hereby ascertained to be the same as the prevailing rate of wages for construction work in the Champaign County area as determined by the Department of Labor of the State of Illinois as of June of the current year a copy of that determination being attached hereto and incorporated herein by reference. As required by said Act, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department’s June determination and apply to any and all public works construction undertaken by the County of Champaign. The definition of any terms appearing in this Ordinance which are also used in aforesaid Act shall be the same as in said Act.

SECTION 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public

works construction of the County of Champaign to the extent required by the aforesaid Act.

SECTION 3: The County Clerk shall publicly post or keep available for inspection by any interested party in the main office of the County of Champaign this determination or any revisions of such prevailing rate of wage. A copy of this determination or of current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

SECTION 4: The County Clerk shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5: The County Clerk shall promptly file a certified copy of this Ordinance with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

SECTION 6: The County Clerk shall cause to be published in a newspaper of general circulation within the area a copy of this Ordinance, and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

PRESENTED, PASSED, APPROVED and RECORDED this 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

Mark Sheldon, County Clerk and
Ex-Officio Clerk of the County Board

ORDINANCE NO. 851

ORDINANCE AMENDING ORDINANCE NO. 837 ESTABLISHING SINGLE ADMINISTRATOR SYSTEM AND PRESCRIBING THE DUTIES, POWERS AND RESPONSIBILITIES OF THE COUNTY ADMINISTRATOR

WHEREAS, The Champaign County Board has heretofore adopted Ordinance Number 837 establishing a single County Administrator system; and

WHEREAS, The Champaign County Board seeks to amend its Ordinance Number 837 to reflect the County Board's intention for the County Administrator to conduct the annual job performance evaluations of the County Board appointed department heads;

NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED by the Champaign County Board, that the following duties, powers, and responsibilities of the County Administrator in Ordinance No. 837 are amended as follows:

3. PERSONNEL.

b. The County Administrator shall ~~assist all Board committees in~~ *annually conduct* evaluation of job performance of *County Board* appointed department heads and report finding to ~~appropriate Board committees~~ *the County Board*; screen applicants and recommend candidates to be interviewed following County Board policy, unless otherwise provided by State statute.

9. ORGANIZATION. The County Administrator shall monitor and recommend to the Champaign County Board the structure of County departments and agencies, and their functions, including reporting relationships, physical facilities and location. The County Administrator may recommend changes to the County government organization structure. The County Administrator may direct non-elected department heads to *direct their staff to* undertake tasks for other departments on a temporary basis if the County Administrator deems it necessary for the proper and efficient administration of the County government to do so, ~~subject to review by the County Board.~~

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

Mark Shelden, County Clerk and
Ex-Officio Clerk of the County Board

ORDINANCE NO. 852

AN ORDINANCE AMENDING ORDINANCE NUMBER 779 –
CHAMPAIGN COUNTY PERSONNEL POLICY ORDINANCE

WHEREAS, The Champaign County Board adopted Ordinance Number 779 on May 18, 2006, establishing the Champaign County Personnel Policy; and

WHEREAS, The Champaign County Personnel Policy needs to be amended, to reflect the changes in the County Administrator's new authority and responsibilities, as identified in the sections attached to this Ordinance as Attachment A;

NOW, THEREFORE, BE IT ORDAINED by the County Board of Champaign County, Illinois, that the "Champaign County Personnel Policy" be amended to reflect the changes in the County Administrator's new authority and responsibilities, as identified in the sections attached to this Ordinance as Attachment A.

PRESENTED, PASSED, APPROVED, AND RECORDED this 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

Mark Shelden, County Clerk and
Ex-officio Clerk of the County Board

ATTACHMENT A
From the Champaign County Personnel Policy

1-11 DAYS - All references to number of days in this policy shall be understood to be working days, and shall not include weekends or legal state/federal holidays or when the County Offices are closed by order of the Sheriff of Champaign County.

1-12 DOMESTIC PARTNER – Domestic Partners are persons who:

- a. Are at least 18 years of age.
- b. Are competent to contract at the time the domestic partnership statement is completed.
- c. Are not legally married to any person and not related in any way that would prohibit marriage in our state of operation.
- d. Are each other's sole domestic partner.
- e. Share permanent residence.

Domestic partners must have at least three of the following:

- a. Joint lease, mortgage, or deed on which both the employee and his/her partner are identified as owners or tenants.
- b. Joint ownership of vehicle.
- c. Joint ownership of a checking account or credit account.
- d. Designation of the domestic partner as beneficiary for the employee's life insurance or retirement benefits.
- e. Shared household expenses.

CHAPTER 2 - EMPLOYMENT, HIRING, AND PROBATION
2-1 RECRUITMENT AND HIRING

2-1.1 Equal Employment Opportunity (EEO) Statement - The Champaign County Board

wishes to protect all employees and applicants for employment against discrimination based wholly or partially on, or the perception of, an individual's:

- a. Sexual orientation, as defined by the Illinois Human Rights Act;
- b. Race;
- c. Color;
- d. Religious belief or practice;
- e. National origin;
- f. Ancestry;
- g. Sex;
- h. Age;
- i. Citizenship status;
- j. Marital status;
- k. A physical or mental disability unrelated to an individual's ability to perform the essential functions of his or her job with or without reasonable accommodation; and/or
- l. Unfavorable discharge from the military as defined in the Illinois Human Rights Act,

in the recruitment, assignment, promotion, or other aspects of employment or hiring by any Department of County government.

2-1.2 Affirmative Action Program (AAP)

- a. Administration and Scope - The Champaign County Affirmative Action Program shall be administered by the County Administrator, under the direction of the Policy, Personnel & Appointments Committee. The Affirmative Action Program shall be implemented in all cases, including, but not limited to employment, promotion, demotion, discipline, grievances, transfers, testing, advertising, lay off, termination, rates of pay or other forms of compensation, and selection for training.
- b. Program Development - In order to develop and carry out the Affirmative Action Program, the Human Resources Generalist shall be responsible for the following functions:
 - (i) Preparing a brief analysis of sex and race of current personnel by job classification;
 - (ii) Preparing a brief statement for internal or external dissemination of the Personnel Policy and commitment to affirmative action;
 - (iii) Identifying problems, e.g., the underutilization of minorities by job classification and by salary range;
 - (iv) Suggesting the execution of programs or procedures designed to address underutilization of minorities;
 - (v) Reviewing promotion practices within each department or agency to determine whether employees are being promoted in accordance with established, reasonable goals and timetables;
 - (vi) Comparing job duties and rates of compensation to ensure that the rates of compensation for jobs which require equal skill, effort, and responsibility, and which are performed under similar working conditions, are equal;
 - (vii) Disseminating this Policy and reminding all Department Heads of the purpose of this Policy;
 - (viii) Suggesting the execution of policy and procedures designed to eliminate discrimination against the protected classes specified in the Equal Employment Opportunities Statement (2-1.1); and
 - (ix) Other procedures deemed necessary by the Policy, Personnel, & Appointments Committee.

The Affirmative Action Program developed by the Human Resources Generalist shall comply with all applicable state and federal laws and be developed in consultation with legal counsel.

- b. Reporting and Enforcement
 - (i) All county departments and agencies shall provide the affirmative action information requested by the County Administrator in order to enable the County Administrator to carry out the functions listed in Section 2-1.2(b).

- (ii) All applicants for employment will be encouraged to complete a voluntary EEO/AAP self identification form upon applying for employment with the County. The race, gender, age and disability information gathered as pre-employment information will be treated as confidential and secured in the EEO files of the County Administrator's Office. The EEO/AAP self identification form will be used to track applicant flow and utilized as a reference with the County's Affirmative Action Plan initiative. The EEO/AAP self identification form will include a statement of the County's EEO/AAP policy.

2-1.3 **Recruitment Procedure** - Recruitment efforts for position vacancies shall be conducted in the following manner:

- a. Recruitment efforts and publicity for available positions will be directed to all appropriate sources of applicants in a geographic area wide enough to attract qualified candidates and to assure equal opportunity for the public to apply. Professional positions should be listed in appropriate professional journals. Referral agencies, such as the Champaign County Urban League, affirmative action offices of the University of Illinois, Parkland Community College, City of Champaign Community Relations Department, City of Urbana Human Relations Commission staff, etc., should be utilized where appropriate. The County Administrator's Office shall be notified of position openings.
- b. All position openings shall be listed with the Illinois State Employment Service and shall be advertised in local newspapers, except:
 - (i) Openings filled by the promotion of a County employee;
 - (ii) Temporary vacancies of fewer than twenty (20) working days; or
 - (iii) Positions filled by a Department Head who has advertised for a vacancy in the same job description within the previous four (4) months.
- c. A position shall not be considered vacant if an employee appointed for a specified term is reappointed to continue to fulfill those job responsibilities for a new term.

2-1.4 **Advertisement**

- a. All solicitations or advertisements for employment will state that the County is an Equal Opportunity Employer and no advertisement for employment shall make reference to gender, except when gender is a bona fide occupational qualification.
- b. Position advertisement shall include the following:
 - (i) Position title and classification;
 - (ii) A brief description of the job duties;

- (iii) A brief summary of training, experience, knowledge and skills required for the position; and
 - (iv) Statement that the County is an Equal Opportunity Employer.
 - c. Advertisements about new or vacant positions shall be posted for the benefit of current employees who wish to apply for the position.
 - d. Each advertisement will include a date after which no applications or resumes will be accepted. If there are usually continual openings for that job classification, a deadline date does not need to be included in the advertisement.
 - e. Each advertisement announcing a vacant position shall be filed with the Office of the County Administrator.
- 2-1.5 **Application Process** - Each applicant shall complete an application which shall be signed to certify the truth of all statements contained therein. Deliberately false or misleading statements shall be grounds for rejection of an application or immediate termination if discovered after employment begins. References shall be checked.
- 2-1.6 **Interviewing and Hiring Procedure** - Qualified applicants shall be notified of the time and place of the interview. Interviews shall be conducted by the Department Head. The Department Head may request the assistance of the County Administrator's Office in conducting the interview. All applicants who have either submitted an application or undergone an interview shall be notified when they are no longer being considered for a position. The Office of the County Administrator shall be notified as to the person hired, job title and salary, and the effective date of employment.
- 2-1.7 **Employee Promotion** - Department Heads may, without open advertising, promote an employee from one position to another position in County government, as defined in Section 9-1.5 Transfer.
- 2-1.8 **Department Head Hiring Procedure** - Unless otherwise provided by statute, when a Department Head position becomes vacant, the ~~Parent Committee~~ **County Administrator** may recommend **to the County Board** the promotion of another County employee to the vacant position. The need for recruitment and advertisement would thereby be eliminated. Alternatively, the ~~Parent Committee~~ **County Administrator** may recommend the establishment of a selection committee appointed by the County Board Chair. ~~The selection committee shall consist of two members of the Parent Committee, two members of the Policy, Personnel & Appointments Committee, the County Administrator of Finance & Human Resource Management, and two members of the Department's Advisory Committee, if one exists.~~ The selection committee shall be responsible for recruitment, and interviewing qualified applicants and recommending to the ~~Parent Committee~~ **County Administrator** a person to fill the vacant position. The ~~Parent Committee~~ **County Administrator** shall make a recommendation to the Board for final approval.

- 2-1.9 **Orientation and Terms of Employment** - Following the final selection of a candidate, the Department head or designee shall meet with the new employee to discuss the compensation for the position and criteria for job performance during the probation period. Upon hire of a new employee, the Department head or designee shall schedule the new employee for an orientation meeting at the Office of the County Administrator during which the new employee shall register for payroll, IMRF, parking and County-issued identification badge. During orientation, the employee shall receive an overview of County benefits and programs and a copy of the Personnel Policy, or the Policy will be made available by computer access.

The new employee will be asked to sign a receipt for the material presented during orientation. The employee will also be asked to sign an acknowledgement of receipt of an agreement to abide by the Champaign County Drug and Alcohol Policy.

Approximately 30 days prior to the employee's effective date for health and life insurance coverage, the employee will receive information outlining available benefits. A mandatory benefit orientation meeting for the employee will be scheduled by the Office of the County Administrator, with notice of the meeting date and time provided to both the employee and Department Head.

- 2-1.10 **Anti-Nepotism Policy** - A Department Head, or person with authority to hire or promote or effectively recommend hiring or promoting employees within a department, shall not hire or reclassify or effectively recommend hiring or reclassifying within the department the following persons, whether related by blood, adoption or marriage: parent, grandparent, child, grandchild, sibling, spouse, or domestic partner. Persons hired in violation of this Policy shall be terminated, and persons reclassified in violation of this Policy shall be returned to their previous position, if vacant, otherwise they shall be terminated.

2-2 PROBATIONARY PERIOD

2-2.1 **Duration**

- a. **New Hire** - Each employee hired to fill an authorized full or regular part-time position must successfully complete a probationary period of six (6) months. Immediate supervisors shall conduct several informal meetings to orient the new employee to the position. At the close of the probationary period, the employee's employment will be changed to non-probationary status if the work is satisfactory as determined by the Department Head; however, employment may be terminated at this time, or earlier, if the employee's performance has not been satisfactory. A Department Head or, in the case of employment of an Appointed Department Head, the County **Board Administrator**, may extend the probation period up to an additional six months, if the employee's performance is not satisfactory at the end of the initial probationary period.
- b. **Promotions** - Each employee who has been promoted to fill an authorized full or regular part-time position must successfully complete a probationary period in the position to which they have

been promoted of three (3) months. At the close of the probationary period, the employee's status in the promotional position will change to non-probationary if the work is satisfactory, as determined by the Department Head. However if the employee's work is not deemed satisfactory, every effort will be made to return the promoted employee to the position previously held, or a position of similar classification within the department. In addition, the Department Head may also consider termination of employment at the unsuccessful completion of the probationary period. A Department Head or, in the case of an employee promoted to an Appointed Department Head position - the County ~~Board~~ **Administrator**, may extend the probation period up to an additional three months, if the employee's performance is not satisfactory at the end of the initial probationary period.

- 2-2.2 **Evaluation** - Employees serving a probationary period shall receive a written evaluation once during the six-month (6-month) period. The evaluation should be completed no later than the end of the fifth month. The supervisor shall discuss the evaluation and progress toward satisfactory performance with the employee.

CHAPTER 3 – PERSONNEL RECORDS

3-1 MAINTENANCE

Employee personnel records shall be maintained for all employees at the Office of the County Administrator and/or at the department. The County Administrator ~~of Finance & Human Resource Management~~ or designee, Department Head or designee, and employee shall have the right to examine the employee's record. Personnel records shall be retained for a period of five (5) years after termination of employment.

3-2 CONTENTS OF EMPLOYEE RECORDS

- 3-2.1 Personnel records should contain the following information:
- a. A receipt for information received during orientation;
 - b. All evaluations;
 - c. Letters of reference, commendation or complaint;
 - d. Applications;
 - e. Memos of oral warnings and written employee warning records;
 - f. Training records;
 - g. Requests for leaves of absence;
 - h. Attendance, sick leave, vacation leave, compensatory time, and overtime (if applicable) records;
 - i. A record of persons seeking to examine documents in the employee's file and dates these documents were examined;
 - j. Resignation letters; and
 - k. All other job-related information used to determine the employee's compensation, qualification for employment, promotion, transfer, additional discharge, or other disciplinary action.

3-2.2 Any information obtained relating to an individual's physical or mental condition, medical history or medical treatment shall be collected and maintained on a separate form, in a separate medical file and will be treated as a confidential medical record, except that:

- a. Supervisor and managers may be informed regarding necessary restrictions on the work or duties of the employee and necessary accommodations;
- b. First aid and safety personnel may be informed, when appropriate, if the disability might require emergency treatment; and
- c. Government officials investigating compliance with federal or state regulations may review an employee's confidential medical record.

3-2.3 The Department Head shall not gather or keep a record of an employee's associations, political activities, publications, communications or non-employment activities, unless the employee submits the information in writing or authorizes the Department Head to keep or gather the information. This prohibition shall not apply to the activities that occur on County premises or during the employee's working hours with the County which interfere with the performance of the employee's duties or the duties of other employees or activities, regardless of when and where occurring, which constitute criminal conduct or may reasonably be expected to harm the County's property, operations or business, or could by the employee's action cause the County financial liability. A record which is kept by the Department Head as permitted under this Subsection shall be part of the personnel record.

3-3 RECORDS OF UNSUCCESSFUL APPLICANTS

A record of each unsuccessful applicant will be retained by the County Administrator ~~of Finance & Human Resource Management~~ and/or the Department Head for a period of eighteen (18) months following rejection of the applicant. The record shall contain the following information:

- a. Sources of recruitment;
- b. Advertisements for the position;
- c. Letters of non-acceptance sent to candidates; and,
- d. Copies of any rating sheets used in selection and rejection of candidates.

3-4 EMPLOYEE ACCESS TO RECORDS

3-4.1 Employee Access - All current employees, and all employees who have left the employ of Champaign County within one year of the date of their request, shall have access to their personnel file, as required by the Personnel Records Review Act. The request to inspect records shall be in writing and the inspection shall be during regular business hours. The employee may request access to records a reasonable number of times per year but in any case shall have access, if requested, at least twice per year. The employer shall grant access within seven (7) business days of receiving the written request. The employee may designate in writing a representative to inspect the personnel record. The employee may obtain copies of any open documents in the file upon payment of the County's cost of duplication.

If the employee disagrees with any information in the file, and the employer does not remove or amend it, the employee may submit a written statement explaining his/her position which shall be attached to the disputed portion of the record.

3-4.2 Designated Representative Access – Notwithstanding Section 3-4.1, the right of the employee's designated representative to inspect his or her personnel records does not apply to the following, except as otherwise required by law:

- a. Letters of reference for that employee;
- b. Any portion of a test document, except that the employee may see a cumulative total test score for either a section of or the entire test document;
- c. Materials relating to the County or Department Head's staff planning, where the materials relate to or affect more than one employee, provided, however, that this exception does not apply if such materials are, have been, or are intended to be used by the employer in determining an individual employee's qualifications for employment, promotion, transfer, or additional compensation, or in determining an individual employee's discharge or discipline;
- d. Information of a personal nature about a person other than the employee if disclosure of the information would constitute a clearly unwarranted invasion of the other person's privacy;
- e. Records relevant to any other pending claim between the County or Department Head and the employee which may be discovered in a judicial proceeding;
- f. Investigatory or security records maintained by the County to investigate criminal conduct by an employee or other activity by the employee which could reasonably be expected to harm the County's property, operations, or business or could by the employee's activity cause the County financial liability, unless and until the County takes adverse personnel action based on information in such records.

3-4.3 Disclosure of Disciplinary Information – Except when disclosure is ordered to a party in a legal action or arbitration, or is otherwise required by law, the County shall not disclose any disciplinary information which is more than four years old to a third party. The County shall not disclose any disciplinary information without written notice except if disclosure is ordered to a party in a legal action or arbitration; information is requested by a government agency as a result of a criminal investigation by such agency; or disclosure is otherwise required by law. Notice shall be delivered by first class mail to the employee's last known address and shall be postmarked on or before the day the information is disclosed. Disciplinary information less than four years old may be disclosed without written notice if the employee has specifically waived written notice as part of a signed employment application with another employer.

CHAPTER 4 - PERFORMANCE APPRAISAL

4-1 EMPLOYEE APPRAISALS

Department Heads will be responsible for the completion of one appraisal during the probation period and an annual evaluation thereafter for each employee. Annual evaluation forms and instructions on their use will be provided by the Office of the County Administrator of Finance & Human Resource Management. Each completed appraisal will be maintained in the employee's departmental personnel file. Appraisals will be based upon performance of job duties and other criteria. It is the responsibility of each department head to maintain a file of individual employee appraisals.

4-2 APPOINTED DEPARTMENT HEAD APPRAISALS

The County Administrator will be responsible for the completion of the annual performance appraisal for each of the appointed department heads serving under appointment by the County Board. The results of each department head appraisal will be reported by the County Administrator to the County Board in closed session.

- ~~4-2.1 **Appraisal Team**—At the beginning of each County Board term, an appraisal team shall be appointed for each appointed official to be appraised by the County Board. Each three-person appraisal team shall consist of: the County Board Chair, Parent Committee Chair, minority party representative of the Parent Committee.~~
- ~~4-2.2 **Appraisal Packet**—On or about May 1st of each year, the department head to be evaluated shall provide an appraisal packet to the appraisal team consisting of: department strategic plan; department annual budget documents for the current year; the department policies and procedures; the department organizational chart.~~
- ~~4-2.3 **Opportunities to Observe**—On or about May 1st of each year, the department head to be evaluated shall provide a listing of dates and times of meetings/activities, which are opportunities for the appraisal team to observe the department head.~~
- ~~4-2.4 **Outside Peer Appraisals**—On or about May 1st of each year, the department head shall provide a list of at least ten appropriate peer groups/individuals to provide peer appraisals. The department head and appraisal team will determine which peer groups/individuals will be used. The appraisal team will determine the time frame for distribution and receipt of the peer appraisal form.~~
- ~~4-2.5 **Annual Appraisal Meeting**—The annual appraisal meeting shall be conducted in August/September and shall consist of three parts:~~
- ~~a. **Appraisal Interview**—the appraisal team interviews the department head with a focus on the appraisal packet, the department head experiences of the last year, and the department head's plan and philosophy for the future;~~

- ~~b. Appraisal Team Meeting – the appraisal team compiles results from the observation opportunities, peer appraisals, and appraisal interview to complete the performance appraisal form; and~~
- ~~c. Final Appraisal – the appraisal team meets again with the department head to review and discuss the final appraisal results.~~

~~4-2.6 **Appraisal Team Report** – The appraisal team provides its report to the appropriate parent committee in closed session in October.~~

CHAPTER 5 - RESIGNATION, REDUCTION IN FORCE AND TERMINATION BENEFITS

5-1 RESIGNATION

- 5-1.1 A letter of resignation shall be given to the Department Head at least two (2) weeks before the employee's last working day. The letter should state the reason for resignation and the last working day.
- 5-1.2 The Department Head shall notify the County Administrator's Office of all resignations.
- 5-1.3 Prior to the last working day, the employee may schedule an exit interview with the Human Resources Generalist, may complete an IMRF separation form or application for retirement at the County Administrator's Office and may contact the Insurance Specialist to continue health insurance through Federal COBRA provisions.

5-2 REDUCTION IN FORCE

- 5-2.1 **Partial Reduction** - Whenever it becomes necessary to reduce the number of employees in a department, the Department Head shall terminate employees in accordance with guidelines adopted by the County Board.
- 5-2.2 **Full Reduction** - Total elimination of a department would take place upon the recommendations of the Parent Committee and Finance Committee, with approval of the County Board.
- 5-2.3 **Re-employment** - Efforts will be made to transfer employees to vacancies in another department rather than terminate the employees due to a reduction in force. Employees should complete an application if they wish to be employed in another County position.
- 5-2.4 An employee may appeal the termination pursuant to the provisions of Section 6-4 (Involuntary Termination).

5-3 NAME-CLEARING HEARING

- 5-3.1 **Purpose** - The purpose of the name-clearing hearing is to enable an employee to publicly rebut any public charges made against him or her in the course of that employee's termination or resignation. A name-clearing hearing is available to any such terminated or resigned County employee,

whether or not the Department is subject to these policies. It is not intended that any adjudication will be made as to the truth or falsity of the charges.

- 5-3.2 **Appeal** - A name-clearing hearing must be requested in writing directed to the County Administrator of ~~Finance & Human Resource Management~~ within ten (10) days of termination or after the employee learns of the public statement. The letter must contain the statement or statements at issue, who made them, and where and when they were publicly made.
- 5-3.3 **Scheduling/Composition of Committee** - A hearing shall be scheduled within fifteen (15) days of the request unless it is continued with the consent of the interested persons or by the Hearing Committee for good cause. The Hearing Committee shall consist of **the County Board Chair**, three (3) members of the Policy, Personnel & Appointments Committee, ~~three (3) members of the Parent Committee of the Department for which the employee worked~~, and the County Administrator of ~~Finance & Human Resource Management~~. Committee members shall be appointed by the County Board Chair.

CHAPTER 6 - GRIEVANCES, DISMISSAL AND DISCIPLINE

6-1 GRIEVANCES

- 6-1.1 **Definition** - Any claim by a non-probationary employee, unless the probationary employee has been employed by the department for a period of at least twelve months and is in probationary status only because of a recent promotion, that there has been a violation, misinterpretation, or misapplication of the terms of these policies shall be termed a grievance. Grievances may involve issues of wages, hours, or working conditions and are initiated by an employee following an administrative action with which the employee disagrees.
- 6-1.2 **Purpose** - The purpose of the grievance procedure shall be to settle employee grievances on as low an administrative level as possible so as to ensure efficiency and employee morale. No employee making good-faith use of this procedure shall be subjected to any reprisals.
- 6-1.3 **Procedure** - Grievances will be processed in the following manner and within the stated time limits. Time extensions beyond those outlined below may be arranged by written mutual agreement of the parties concerned. Grievances involving termination shall be processed as described in Section 6-4 (Involuntary Termination).
- Step 1 - The aggrieved employee or group of employees will present the grievance in writing to the immediate supervisor. The grievance must be so presented within ten (10) working days of occurrence, not including the date of occurrence. The grievance shall be prepared in detail, including identification by section number of the policy alleged to have been violated, a brief statement of the conduct or act which is alleged to have violated the policy, and the remedy the grievant is seeking and dated. The supervisor will give a written answer within three (3)

working days of the date of presentation of the grievance, not including the date of presentation. If the supervisor is a Department Head, appeal from Step 1 would be directly to Step 3.

aggrieved Step 2 - If the grievance is not settled in Step 1, it shall be signed by the employee or group of employees, and the immediate supervisor, and be presented to the Department Head within five (5) working days after the supervisor's written answer is given, or should have been given, not including the day the answer is given. The Department Head will reply to the grievance in writing within five (5) working days of the presentation of the written grievance, not including the day of presentation.

aggrieved Step 3 - If the grievance is not settled in Step 2, it shall be signed by the employee or group of employees, and the Department Head, and be presented to the County Administrator of Finance & Human Resource Management within five (5) working days after the Department Head's answer is given, or should have been given, not including the day the answer is given. The grievance shall be presented along with the pertinent correspondence to date. The County Administrator of Finance & Human Resource Management shall reply within five (5) working days of the date of presentation of the written grievance, not including the day of presentation.

aggrieved Step 4 - If the grievance is not settled in Step 3, it shall be signed by the employee or group of employees, and the County Administrator of Finance & Human Resource Management and be submitted to the Policy, Personnel & Appointments Committee within five (5) working days after the County Administrator of Finance & Human Resource Management's written answer is given, or should have been given, not including the day the answer is given. The grievance shall be heard by the Policy, Personnel & Appointments Committee at the next regularly scheduled meeting. The Policy, Personnel & Appointments Committee shall make such recommendations as it may deem advisable.

6-2 DISMISSAL OF AN APPOINTED DEPARTMENT HEAD

6-2.1 An appointed Department Head may be given oral or written warnings by the ~~County Board Chair or the Department Head's Parent Committee~~ **County Administrator**. Such warnings are a preferred, but not required, step prior to action under Section 6-2.2.

6-2.2 Unless otherwise provided by statute, contract or the Reduction in Force Policy (Section 5-2), the following procedure will be used to dismiss an appointed Department Head:

- a. One or more Board members shall present a written request to the ~~Department Head's Parent Committee that the committee~~ **County Administrator recommends** to the Board whether or not the

Department Head should be dismissed. The request shall specify reasons for dismissal of the Department Head. A copy of the request shall be forwarded to the Department Head.

- b. After consultation with the Department Head, the ~~Parent Committee~~ **County Administrator** shall report their *his/her* recommendation to the Board.
- c. The Board may take such action as they deem appropriate on the ~~Parent Committee's~~ **County Administrator's** recommendation.

6-3 DISCIPLINARY ACTION

6-3.1 **Policy** - No employee shall be disciplined wholly or partially based on, or the perception of, an individual's sexual orientation; age; sex; race; color; religious belief or practice; national origin; ancestry; marital status; citizenship status; a physical or mental disability unrelated to an individual's ability to perform the essential functions of his or her job with or without reasonable accommodation; or an unfavorable discharge from the military as defined in the Illinois Human Rights Act. The County Board Chair shall take necessary action against a County Department or Agency Head, or staff member who is found not following the intent of this policy.

6-3.2 **Recommended Disciplinary Procedures** - Sections 6-3.2(a) through 6-3.2(d) (listed as Exhibit A in Appendix to this Policy) are a recommended procedure for employee discipline consistent with legal guidelines and good personnel management. These may be utilized in the absence of a procedure provided by statute (e.g., Court Services Department).

- a. **Oral Warning** - The immediate supervisor will give an oral reprimand and point out the area(s) in which an employee is having difficulties and assist in making the necessary corrections. A short memo will be made of the conversation. The supervisor and the employee will initial the record. The employee's initial shall document receipt of the warning, and shall not constitute agreement with the oral warning. An employee's refusal to initial an oral warning shall not preclude it from having effect. The original copy will be maintained in the employee's personnel file and a copy will be furnished to the employee.
- b. **Written Warning** - If the employee continues to have difficulties in the same area(s), or if the violation or infraction is more serious, the immediate supervisor will prepare an Employee Warning Record which contains the 1) employee's name, 2) statement as to the date and the nature of the infraction, 3) employee's statements as to the alleged violations, 4) disciplinary action to be taken, and 5) signature of the employee and immediate supervisor or signature of the employee and immediate supervisor or Department Head. The original copy shall be placed in the employee's personnel file and a copy will be furnished to the immediate supervisor and employee.
- c. **Suspension** - The Department Head or designee may use suspension as an optional disciplinary action. Upon evidence or

reasonable suspicion of a serious offense against the County or another employee and after consultation with the employee, the Department Head or designee may order an employee absent from duties without pay for a period not to exceed five (5) working days. The Department Head or designee shall, within twenty-four (24) hours of such action, prepare a written memorandum stating the grounds for such action and submit it to the County Administrator of ~~Finance & Human Resource Management~~ and to the suspended employee. Such a memorandum shall be held confidential.

- d. **Dismissal** - For severe violation or repeated violations, the Department Head or designee may dismiss the employee. Before a Department Head concludes discharge is appropriate, the employee must be given adequate notice of the reasons for dismissal and a fair opportunity to present his or her version of events. The employee and County Administrator of ~~Finance & Human Resource Management~~ will be given a written report stating the reasons for dismissal.

6-3.3 Department Heads may consider the following factors in deciding whether discipline is appropriate in any particular case, and, if so, what level of discipline is appropriate. Regardless of whether an employee is covered by contract, bargaining agreement, or statute, or is an at-will employee, the following are offered as guidance to decision-makers who may apply them with fair consideration of the specifics of the particular case:

- a. Notice: Did the employer give to the employee forewarning or foreknowledge of the possible or probable disciplinary consequences of the employee's conduct?
- b. Reasonable Rule: Was the employer's rule or managerial order reasonably related to the orderly, efficient, and safe operation of the business?
- c. Investigation: Did the employer make an effort to discover, fairly and objectively, whether the employee did in fact violate a rule or order?
- d. Fairness: Was the investigation conducted fairly and objectively?
- e. Proof: Did the investigator obtain substantial evidence or proof that the employee was guilty of violating the rule or order?
- f. Equal Treatment: Has the employer applied its rules, orders and penalties even-handedly and without discrimination to all similarly-situated employees?
- g. Penalty: Was the degree of discipline administered by the employer reasonably related to the seriousness of the offense and the employee's record of service?

6-3.4 **Appointed Department Heads** – Recommended disciplinary procedures as outlined in Chapter 6-3.2 of this Policy shall apply to appointed department heads, with recommendation for said discipline to be determined by the County ~~Board Administrator based upon recommendations formulated by the appointed department head's Performance Evaluation Team as defined in Chapter 4-2 of this policy.~~ **Administrator**

6-4 INVOLUNTARY TERMINATION

6-4.1 **Purpose** - A non-probationary individual who believes their employment was terminated (including dismissal or reduction in force) in violation of these policies has ten (10) days from the date of the written notice of termination to request a termination hearing. A dismissal or termination in violation of these policies by a department of the County whose Department Head is governed by the Champaign County Personnel Policy as an appointed official of the Champaign County Board or as an elected official who has agreed in writing to this section of the Champaign County Personnel Policy, is improper.

6-4.2 **Department Head Action** - Prior to every involuntary termination by a department of the County whose Department Head is governed by the Champaign County Personnel Policy as an appointed official of the Champaign County Board or as an elected official who has agreed in writing to this section of the Champaign County Personnel Policy, there shall be an investigation by the Department Head or person assigned by the Department Head. Prior to the conclusion of the investigation, the employee shall be informed, orally or in writing, of the reason for termination. The employee shall have an explanation of the evidence supporting the charges and the employee shall be allowed to respond orally or, upon consent of the Department Head, in writing.

An employee may be suspended with pay until a final decision is made by the Department Head. The investigation shall be concluded within a reasonable length of time after the basis for the charges comes to the attention of the Department Head.

6-4.3 **Hearing Procedures**

- a. All Termination Hearings shall be heard and decided by a Hearing Officer. The Policy, Personnel & Appointments Committee shall designate three (3) individuals biannually, in January after County Board district representation elections, as potential Hearing Officers. When a hearing is requested, the County Administrator of Finance & Human Resource Management shall choose one of that group to hear the evidence and decide the issues relating to each case in which a hearing is requested.
- b. All requests for hearings shall be in writing and directed to the County Administrator of Finance & Human Resource Management. All requests must be received by the County Administrator of Finance & Human Resource Management within ten (10) days from the date of written notice of termination in accordance with Sections 6-4.1 and 6-4.4 of this Policy. The request shall specify the specific violation as stated in 6-4.1, the remedy sought, and give an address where correspondence regarding the hearing may be mailed. A Termination Hearing must be held within fifteen (15) days of the request, unless the same is continued by agreement of the employee and Department Head or by the Hearing Officer for good cause shown. Availability of the Hearing Officer may be considered good cause.

Should such continuance be granted by the Hearing Officer, the aggrieved employee shall make himself, or herself, available for a Termination Hearing within an additional fifteen (15) days' time period by offering three (3) times that he or she can be available for said hearing. If this is not done, the right to a termination hearing is waived by the aggrieved employee.

- c. The County Administrator of ~~Finance & Human Resource Management~~ shall inform the employee and the concerned Department Head of the date, time and place of the Termination Hearing by mailing notice to the parties at least seven (7) days before the hearing is scheduled. The personal attendance of the Department Head or immediate supervisor, and the employee is required.
- d. The employee may be accompanied by counsel or other personal representative, but the County will not pay for, or provide, counsel. The Department Head shall be accompanied by counsel provided by the County (usually the State's Attorney as legal counsel of the County). If the State's Attorney is unavailable, counsel may be employed by the Department Head with the approval of the County Administrator of ~~Finance & Human Resource Management~~ and the State's Attorney.
- e. All Termination Hearings shall be informal and rules of evidence shall NOT apply. Both the employee and the Department Head may present relevant testimony, documentary and physical evidence. All testimony shall be given under oath. Both the employee and the Department Head, personally or through their representative, shall have the right to cross-examine the other party and all witnesses who testify on behalf of the other party.
- f. A tape recording, or other verbatim record, of hearing shall be made. A transcript shall be prepared upon request and provided to any party requesting the same and paying the costs of producing a transcript to the County Administrator of ~~Finance & Human Resource Management~~.
- g. The employee has the burden of proving, by a preponderance of evidence, that his/her termination was in violation of these policies.

RESOLUTION NO. 7015

RESOLUTION WAIVING THE REQUIREMENT FOR THE APPOINTED OFFICIALS'
ANNUAL PERFORMANCE EVALUATIONS IN FY2009

WHEREAS, The Champaign County Board has adopted changes to its Personnel Policy generated by administrative changes in moving to a single County Administrator system; and

WHEREAS, Under these changes the County Administrator shall conduct the annual performance evaluations of the appointed department heads serving under appointment by the County Board; and

WHEREAS, Because the move to a single County Administrator system places the FY2009 performance evaluations process in a state of transition, it is requested that the requirement for annual performance evaluations of the appointed department heads that would have been conducted in FY2009 be waived; and

WHEREAS, The appointed officials affected by this waiver are the County Engineer, Director of Planning & Zoning, EMA Director, and Supervisor of Assessments;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby approve the waiver of the requirement for annual performance evaluations of the County Engineer, Director of Planning & Zoning, EMA Director, and Supervisor of Assessments in FY2009; and

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Shelden, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7016

RESOLUTION APPROVING THE ILLINOIS CENSUS 2010 PROCLAMATION

WHEREAS, The next decennial census will be taken in the year 2010, and political representation to the United States House of Representatives, state legislatures, and local governments is determined by the decennial census, and Champaign County recognizes the equal importance of each resident in the 2010 census count; and

WHEREAS, Champaign County has agreed to be one of 6,425 government entities in partnership with the U.S. Bureau of the Census; and

WHEREAS, Champaign County understands that its primary role in this partnership is to formulate a Complete Count Committee that should include, but is not limited to the following subcommittees: Government, Education, Media, Religious, Community-based Organizations, Business, Recruiting, and Special Housing; and

WHEREAS, the role of the Government subcommittee is to bridge all gaps between the community and the Census Bureau on geographic matters, outreach activities, and information centers; and

WHEREAS, the role of the Education subcommittee is to create census awareness programs for pre-kindergarten to college age students, coalesce with educational institutions, distribute Census Bureau Education Programs, and to encourage parents and college students to apply for Census jobs; and

WHEREAS, the role of the Media subcommittee is to utilize all aspects (print and electronic) of its industry to inform, motivate, and educate the County's residents in the necessity and importance of their rapid response and 100% participation in the Census 2010; and

WHEREAS, the role of the Religion subcommittee is to form a cross denominational coalition for the dissemination of Census information, inclusion of special announcements in church bulletins and sermons, hosting of Census awareness activities, and circulation of Census job opening bulletins; and

WHEREAS, the role of the Community-based Organizations subcommittee is to make the community aware of the many ways Census data is used to obtain funding for essential services and programs; and

WHEREAS, the role of the Business subcommittee is to encourage all area businesses to advertise the Census message in sales advertisements, promotional materials and displays, and to sponsor Census 2010 community awareness activities; and

WHEREAS, the role of the Recruiting sub-committee is to receive and disseminate to all segments of the community, information regarding the availability of Census jobs in the local area; and

WHEREAS, the role of the Special Housing sub-committee is to assist in the location of shelters, soup kitchens, non-sheltered outdoor locations, group quarters, and other non-conventional housing facilities;

NOW, THEREFORE, BE IT PROCLAIMED that the Champaign County Board offers its full support and participation in the overwhelming success of Census 2010 through the formulation of a Complete Count Committee.

PRESENTED, ADOPTED, APPROVED and RECORDED this 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Shelden, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION No. 7017

RESOLUTION APPROVING WAIVER OF COUNTY BOARD RULE 12-F (3) FOR JULY
2009 COUNTY BOARD MEETING

WHEREAS, the Champaign County Board has adopted Rules establishing policies and procedures of the Champaign County Board with Resolution No. 4070; and

WHEREAS, Champaign County Board Rule 12 – County Board Meetings – F (3) states:
Only items first presented to a committee of the board shall be placed on the agenda of the Board for action . . .
and

WHEREAS, the Champaign County Board's Committees have in recent years, elected to not hold committee meetings in the month of July, and it is anticipated that most of the Board's Committees shall recommend not holding committee meetings again in July 2009; and

WHEREAS, the Policy, Personnel & Appointments Committee recommends to the County Board that County Board rule 12 – F (3) be waived for the preparation of the Agenda for the July 2009 County Board Meeting, so that all items approved by the Committee Chair may be placed on the Agenda for the County Board Meeting without having first been presented to committee;

NOW, THEREFORE, BE IT RESOLVED by the County Board of Champaign County that County Board Rule 12 – F (3) is waived for the preparation of the Agenda for the July 2009 County Board Meeting, so that all items approved by the Committee Chair may be placed on the Agenda for the County Board Meeting without having first been presented to committee.

PRESENTED, PASSED, APPROVED and RECORDED this 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

Mark Shelden, County Clerk and
Ex-officio Clerk of the County Board

RESOLUTION NO. 6979

RESOLUTION APPOINTING DONALD HUGHEY TO THE SANGAMON VALLEY FIRE PROTECTION DISTRICT

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Donald Hughey to be a Trustee of the Sangamon Valley Fire Protection District to fill the unexpired term of Bryan Shields; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 35 ILCS 200/6-5;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the Champaign County Board does hereby advise and consent to the appointment of Donald Hughey as a Trustee of the Sangamon Valley Fire Protection District, to fill the unexpired term of Bryan Shields, for a term commencing June 18, 2009 and ending April 30, 2010; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Donald Hughey, 102 E. Second Street, Dewey IL 61840.

PRESENTED, ADOPTED, APPROVED, AND RECORDED This 18th day of June, A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Sheldon, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7018

BUDGET AMENDMENT

June 2009

FY 2009

WHEREAS, The Finance Committee has approved the following amendment to the 2008-2009 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the 2008-2009 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the 2008-2009 budget.

Budget Amendment #09-00054

Fund 475 RPC Economic Development Loans
Dept. 757 CSBG American Recovery and Reinvestment Act

<u>ACCOUNT DESCRIPTION</u>		<u>AMOUNT</u>
Increased Appropriations:		
571.75 To Regional Planning Commission Fund 075		<u>\$13,000</u>
	Total	\$13,000
Increased Revenue:		
331.30 HHS- Community Service Block Grant		\$536,000
361.10 Investment Interest		\$1,000
361.20 Interest on Loans		<u>\$12,000</u>
	Total	\$549,000

REASON: Receipt of American Recovery & Reinvestment Act Funds to support and sustain economic growth and employment opportunities through small business lending. Loan disbursement and repayment of principal will be through a balance sheet account created by the Auditor's Office.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of June A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Shelden, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7019

BUDGET AMENDMENT

June 2009

FY 2009

WHEREAS, The Finance Committee has approved the following amendment to the 2008-2009 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the 2008-2009 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the 2008-2009 budget.

Budget Amendment #09-00055

Fund 104 Early Childhood Fund
Dept. 837 Head Start-American Recovery and Reinvestment Act

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
511.03 Regular Full-Time Employees	\$30,000
511.04 Regular Part-Time Employees	\$28,000
513.01 Social Security-Employer	\$5,500
513.02 IMRF-Employer Cost	\$6,500
513.04 Workers' Compensation Insurance	\$3,000
513.05 Unemployment Insurance	\$5,500
522.96 School Supplies	\$25,000
533.19 Schooling to Obtain Degree	\$18,000
533.95 Conference and Training	\$15,000
544.30 Automobiles, Vehicles	\$25,000
544.32 Other Equipment	<u>\$15,000</u>
Total	\$176,500
Increased Revenue:	
331.48 HHS-Head Start Program	<u>\$176,500</u>
Total	\$176,500

REASON: Receipt of Area Funds for a cost-of-living increase for Head Start staff, Quality Improvement Fund to improve staff qualifications to meet federal credentialing requirements, updating and replacing classroom supplies and equipment, and the purchase of a vehicle for family advocate staff to transport families.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of June A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Shelden, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7020

BUDGET AMENDMENT

June 2009

FY 2009

WHEREAS, The Finance Committee has approved the following amendment to the 2008-2009 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the 2008-2009 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the 2008-2009 budget.

Budget Amendment #09-00056

Fund 104 Early Childhood Fund
Dept. 608 Early HS -American Recovery & Reinvestment Act

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
511.03 Regular Full-Time Employees	\$12,000
511.04 Regular Part-Time Employees	\$6,000
513.01 Social Security-Employer	\$2,000
513.02 IMRF-Employer Cost	\$2,500
513.04 Workers' Compensation Insurance	\$1,000
513.05 Unemployment Insurance	\$1,500
522.96 School Supplies	\$7,500
533.19 Schooling to Obtain Degree	\$8,000
533.95 Conference and Training	\$4,000
544.30 Automobiles, Vehicles	\$20,500
544.32 Other Equipment	<u>\$5,000</u>
Total	\$70,000
Increased Revenue:	
331.48 HHS-Head Start Program	<u>\$70,000</u>
Total	\$70,000

REASON: Receipt of Area Funds for a cost-of-living increase for Head Start staff, Quality Improvement Fund to improve staff qualifications to meet federal credentialing requirements, updating and replacing classroom supplies and equipment, and the purchase of a vehicle for family advocate staff to transport families.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of June A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Shelden, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7021

BUDGET AMENDMENT

June 2009

FY 2009

WHEREAS, The Finance Committee has approved the following amendment to the 2008-2009 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the 2008-2009 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the 2008-2009 budget.

Budget Amendment #09-00057

Fund 075 Regional Planning Commission
Dept. 691 Home Energy Assistance- HHS-Odd Year

<u>ACCOUNT DESCRIPTION</u>		<u>AMOUNT</u>
Increased Appropriations:		
511.03 Regular Full-Time Employees		\$35,212
534.31 Energy Assistance		<u>\$1,064,788</u>
	Total	\$1,100,000
Increased Revenue:		
331.82 HHS-Home Energy Assistance Program		<u>\$1,100,000</u>
	Total	\$1,100,000

REASON: Receipt of additional funds from the U.S. Department of Health and Human Services for expansion of energy assistance to low-income individuals and families.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of June A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Sheldon, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7022

BUDGET AMENDMENT

June 2009

FY 2009

WHEREAS, The Finance Committee has approved the following amendment to the 2008-2009 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the 2008-2009 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the 2008-2009 budget.

Budget Amendment #09-00058

Fund 080 General Corporate
Dept. 043 Emergency Management Agency

<u>ACCOUNT DESCRIPTION</u>		<u>AMOUNT</u>
Increased Appropriations:		
544.32 Other Equipment		<u>\$54,000</u>
	Total	<u>\$54,000</u>
Increased Revenue:		
331.43 Homeland Security-Interoperation Communication		<u>\$54,000</u>
	Total	<u>\$54,000</u>

REASON: Homeland Security Grant Funds for ECO Equipment.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of June A.D. 2009.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Mark Shelden, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 7026

RESOLUTION FOR CONTRACT AWARD AUTHORITY

WHEREAS, sealed bids will be received in the office of the County Engineer until 10:00 a.m. June 18, 2009, for the Pavement Striping of various County Highways in Champaign County, Section # 09-00000-01-GM, and at that time will be publicly opened and read, and

WHEREAS, it is in the best interest of Champaign County to award the contract as early as possible, and

WHEREAS, the Champaign County Board agrees to allow Jeff Blue, P.E., Champaign County Engineer to accept the low bid for Pavement Striping of various County Highways on behalf of Champaign County, if the low bid is within 10% of the engineer's estimate.

NOW, THEREFORE, BE IT RESOLVED, by the Champaign County Board that the above will be accepted to expedite the contract with the low bidder.

PRESENTED, ADOPTED, APPROVED, and RECORDED this 18th day of June A.D., 2009.

C. Pius Weibel, Chair
County Board of the County of
Champaign, Illinois

ATTEST: _____
Mark Shelden, County Clerk and
Ex-Officio Clerk of the County Board

Prepared by: Jeff Blue
County Engineer

RESOLUTION NO. 7027

RESOLUTION AUTHORIZING THE COUNTY BOARD CHAIR TO SIGN
AMENDMENT #1 TO AN INTERGOVERNMENTAL AGREEMENT BETWEEN
THE CITY OF URBANA AND THE COUNTY OF CHAMPAIGN CONCERNING
THE FUNDING FOR THE CONSTRUCTION OF WINDSOR ROAD AND
APPROPRIATING \$2,000,000 FROM THE COUNTY'S MOTOR FUEL TAX FUNDS
SECTION # 00-00361-00-PV

WHEREAS, Champaign County and the City of Urbana have entered into an agreement on January 18, 2009 outlining the responsibilities of each entity in the construction of Windsor Road from High Cross Road to Philo Road; and

WHEREAS, Champaign County and the City of Urbana are desirous to amend the aforementioned agreement.

NOW THEREFORE BE IT RESOLVED, that the Chair of the County Board of Champaign is hereby authorized to sign Amendment #1 of the aforementioned agreement on behalf of Champaign County, and bind Champaign County to the terms contained therein; and

BE IT FURTHER RESOLVED, that there is hereby appropriated the sum of Two Million Dollars (\$2,000,000) from the County's Motor Fuel Tax Funds for the County's share of the amended agreement; and

BE IT FURTHER RESOLVED, that the County Clerk be and is hereby directed to transmit three (3) copies of this resolution to Mr. Joseph Crowe, District Engineer, Illinois Department of Transportation, Paris, Illinois.

PRESENTED, ADOPTED, APPROVED and RECORDED this 18th day of June, 2009.

C. Pius Weibel, Champaign County Board Chair

ATTEST: _____
Mark Sheldon, County Clerk and
ex-Officio Clerk of the County Board

Prepared By: Jeff Blue, County Engineer

Amendment #1 to An Intergovernmental Agreement between the City of Urbana and the County of Champaign Concerning the Funding for the Construction of Windsor Road

WHEREAS, Champaign County and the City of Urbana have entered into an agreement on January 18th, 2008 outlining the responsibilities of each entity in the construction of Windsor Road from High Cross Road to Philo Road; and

WHEREAS, the section of Windsor Road between Philo Road and Boulder Drive has been constructed; and

WHEREAS, the section of Windsor Road between Boulder Drive and High Cross Road has been awarded to the lowest responsible bidder.

NOW, THEREFORE, the City and County agree to amend Section 2 of the Intergovernmental Agreement to read as follows:

Section 2. Project Funding

The County share of the of the costs for right-of-way and easement acquisition, utility relocation, construction engineering, and construction (Project Costs) for the project between Boulder Drive and High Cross Road shall be \$715,661.56 plus 50% of the local match for this project. The City share of the local match shall be 50% of the local match for this project minus \$715,661.56. Total local match is estimated at approximately \$2,500,000.

IN WITNESS WHEREOF, The parties have executed this Amendment.

City of Urbana, Illinois

County of Champaign

By: _____
Mayor

By: _____
County Board Chair

Attest: _____
City Clerk

Attest: _____
County Clerk

Approved As To Form

Approved As To Form:

City Attorney

Senior Assistant States Attorney

Date of City Approval _____

Date of County Approval _____