



**CHAMPAIGN COUNTY BOARD**  
**COMMITTEE OF THE WHOLE – ELUC/Highway/County Facilities**  
*County of Champaign, Urbana, Illinois*  
*Tuesday, September 6, 2011 – 6:00 p.m.*

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*Lyle Shields Meeting Room, Brookens Administrative Center*  
*1776 E. Washington Street, Urbana, Illinois*

	<b>Page No.</b>
<b>I. <u>Call to Order</u></b>	
<b>II. <u>Roll Call</u></b>	
<b>III. <u>Approval of Minutes</u></b>	
A. Committee of the Whole – August 2, 2011	1-8
<b>IV. <u>Approval of Agenda/Addenda</u></b>	
<b>V. <u>Public Participation</u></b>	
<b>VI. <u>Communications</u></b>	
<b>VII. <u>Justice &amp; Social Services</u></b>	
A. <u>Resolution</u> – Champaign County Joining the National Moment of Remembrance of the 10 <sup>th</sup> Anniversary of September 11 <sup>th</sup>	9-11
<b>VIII. <u>Highway &amp; Transportation</u></b>	
A. <u>Monthly Reports</u> County & Township Motor Fuel Tax Claims – August, 2011	12
B. <u>County Engineer</u> 1. Resolution Awarding of Contract for Stanton Road District – Section #10-28971-00-BR. Letting to be held 9/6/11 ( <i>to be distributed</i> )	
C. <u>Petition Requesting and Resolution Approving Appropriation of Funds from the County Bridge Fund Pursuant to 605 ILCS 5/5-501 – Philo Road District</u>	13-14
D. <u>Other Business</u>	
E. <u>Designation of Items to be Placed on County Board Consent Agenda</u>	
<b>IX. <u>County Facilities</u></b>	
A. <u>East Campus Stormwater Management</u> 1. Presentation: Berns, Clancy & Assoc. 2. Selection of Plan to be Implemented	

- B. Facilities Director
  - 1. Monthly Reports 15-19
  - 2. Clock Tower Update
  - 3. Courthouse & Brookens Building Efficiency Summary Report 20-22
- C. 202 S. Art Bartell Rd. Construction Project Report 23
- D. Chair's Report
  - 1. Report from County Team re: National Institute of Corrections Planning of New Institutions (PONI) Training Seminar *(to be distributed)*
- E. Other Business
- F. Designation of Items to be Placed on Consent Agenda

**X. Environment & Land Use**

- A. Approval of FY2012 RPC Planning Contract 24-45
- B. Preliminary Recommendation to County Board for Zoning Ordinance Amendments
  - 1. Request to Amend Champaign County Zoning Ordinance. Zoning Case 683-AT-11 Petitioner: Champaign County Zoning Administrator 46-65
  - 2. Request to Amend Champaign County Zoning Ordinance. Zoning Case 684-AT-11 Petitioner: Champaign County Zoning Administrator 66-82
- C. Upcoming Citizen Planner Workshop on September 14<sup>th</sup> *(Information only)* 83
- D. Monthly Report *(to be distributed)*
- E. Other Business
- F. Designation of Items to be Placed on Consent Agenda

**XI. Adjourn**

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## CHAMPAIGN COUNTY BOARD COMMITTEE OF THE WHOLE MINUTES

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**Highway & Transportation/Environment & Land Use/Justice & Social Services  
Tuesday, August 2, 2011  
Lyle Shields Meeting Room, Brookens Administrative Center  
1776 E. Washington St., Urbana, Illinois**

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**MEMBERS PRESENT:** Christopher Alix, Carol Ammons, Jan Anderson, Astrid Berkson, Thomas Betz, Lloyd Carter, Lorraine Cowart, Aaron Esry, Stephanie Holderfield, Stan James, John Jay, Brad Jones, Alan Kurtz, Ralph Langenheim, Brendan McGinty, Diane Michaels, Steve Moser, Alan Nudo, Steve O'Connor, Patti Petrie, Michael Richards, Giraldo Rosales, Jonathan Schroeder, C. Pius Weibel

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**MEMBERS ABSENT:** Ron Bensyl, James Quisenberry

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**OTHERS PRESENT:** Jeff Blue (County Engineer), Kat Bork (Administrative Assistant), Deb Busey (County Administrator), John Dwyer (EMA Deputy Director), Joel Fletcher (Senior Assistant State's Attorney), John Hall (Planning & Zoning Director)

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**CALL TO ORDER**

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Weibel called the meeting to order at 6:03 p.m.

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41

**ROLL CALL**

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45

Bork called the roll. Alix, Ammons, Anderson, Berkson, Betz, Esry, Holderfield, James, Jay, Jones, Kurtz, Langenheim, McGinty, Michaels, Moser, Nudo, O'Connor, Petrie, Richards, Schroeder and Weibel were present at the time of roll call, establishing the presence of a quorum.

Weibel announced that Bensyl and Quisenberry had informed him that they would not attend the meeting.

**APPROVAL OF MINUTES**

**MOTION** by James to approve the Committee of the Whole minutes of June 7, 2011; seconded by Esry. **Motion carried with unanimous support.**

**APPROVAL OF AGENDA/ADDENDA**

**MOTION** by Betz to approve the agenda; seconded by Langenheim.

46 Weibel stated agenda item 8.C, the Head Start Update Presentation, has been removed  
47 from the agenda.

48  
49 **Motion carried with unanimous support.**

50  
51 **PUBLIC PARTICIPATION**

52  
53 There was no public participation.

54  
55 **COMMUNICATIONS**

56  
57 There were no communications.

58  
59 **HIGHWAY & TRANSPORTATION**

60 **Monthly Reports**

61  
62 **MOTION** by Ammons to receive and place on file the County & Township Motor Fuel  
63 Tax Claims for June 2011 and July 2011; seconded by James. **Motion carried with unanimous**  
64 **support.**

65  
66 Rosales entered the meeting at 6:07 p.m.

67  
68 **County Engineer**

69 **Request Approval of Salt Dome Intergovernmental Agreement**

70  
71 Blue distributed the Intergovernmental Agreement Between the City of Urbana, the  
72 County of Champaign, and Urbana Township Concerning the Funding for the Replacement of  
73 the Salt Dome Roof for the Board's consideration and the original Salt Storage Facility  
74 Agreement from 1994. The 1994 storage agreement divided the costs between the three entities  
75 and the same percentages were applied in splitting the roof replacement costs. The salt dome's  
76 roof is aging and the reroofing RFP is scheduled to be opened on August 8<sup>th</sup> to allow sufficient  
77 time for a contractor to complete the project. The intergovernmental agreement divides the cost  
78 of the project between the three entities based on the percentages used in the 1994 agreement.  
79 Blue stated that the City of Urbana did not budget for this expenditure in its FY2012 budget and  
80 has agreed to pay its portion no later than July 15, 2012. Urbana Township has agreed to pay its  
81 invoices within thirty days. The County will run the project and use Motor Fuel Tax funds to  
82 pay its portion of the reroofing.

83  
84 **MOTION** by Weibel to approve the Salt Dome Intergovernmental Agreement with the  
85 City of Urbana and Urbana Township; seconded by Rosales.

86  
87 In response to questions from Board members, Blue explained the percentages are based  
88 on how much salt each entity uses from the dome. The salt dome was constructed in 1994 for  
89 \$242,000. The Board discussed re-evaluating the division of costs based on current usage  
90 figures instead of the 1994 percentages.

91 Cowart and Carter entered the meeting at 6:13 p.m.

92

93 Discussion continued over the division of costs for the roofing project. Blue agreed to  
94 review the salt usage figures and send those numbers to Deb Busey for distribution to the County  
95 Board.

96

97 James spoke about charging interest to the City of Urbana because the County is covering  
98 their portion of the expense until July 2012. He also questioned what penalty was in place  
99 should any entity fail to pay its portion of the costs. Blue pointed out that the agreement contains  
100 language to ensure failing to meet obligations will result in an entity being terminated from  
101 sharing the facility. The cooperation of the parties is further ensured by the fact that the salt  
102 dome is located on County property. It would be very expensive for either the City or Township  
103 to construct its own storage facility if either did not comply with the agreement.

104

105 Alix supported this type of intergovernmental cooperation that benefits three local  
106 governments by sharing a facility and its associated costs.

107

108 Petrie asked if Blue considered using roofing materials that may last longer than shingles.  
109 Blue explained that Alan Reinhart drew up the bid documents and he was not present at this  
110 meeting to answer questions. Blue remarked that Dave DeThorne of the State's Attorney's  
111 Office reviewed the agreement and recommended the inclusion of the paragraph for the County's  
112 protection against non-payment by another entity.

113

114 **Motion carried with unanimous support.**

115

116 Request to Bring the Hensley Road District Replacement Bridges to the August 18<sup>th</sup> County  
117 Board Meeting

118

119 Blue confirmed the work on two bridges in Hensley Township will be bid on August  
120 11<sup>th</sup> and brought to the County Board on August 18<sup>th</sup> for consideration.

121

122 **Other Business**

123

124 There was no other business.

125

126 **Chair's Report**

127

128 There was no Chair's report.

129

130 **Designation of Items to be Placed on County Board Consent Agenda**

131

132 Agenda item 7.B.1 was designated for the consent agenda.

133

134

135

136 **JUSTICE & SOCIAL SERVICES**

137 **Emergency Management Agency**

138 **Request Approval Application for and, if Awarded, Acceptance of Annual Emergency**  
139 **Management Grant**

140

141 **MOTION** by Betz to approve the application for and, if awarded, acceptance of the  
142 annual Emergency Management Grant; seconded by Rosales.

143

144 Dwyer explained this is an annual grant to offset the Emergency Management Agency's  
145 costs. It is funded from the federal government through the state. Past grants have been in the  
146 neighborhood of \$40,000, but the actual grant amount is unknown for this year. The grant  
147 requires the EMA to meet certain exercise and training requirements.

148

149 Holderfield inquired what type of exercises and training are required. Dwyer said they  
150 included tabletops and functional exercises with other jurisdictions. EMA will do an exercise  
151 with Illinois American Water on a hazardous materials spill in Urbana. The exact training  
152 depends on the scope and other entities' grant requirements. EMA may participate in infectious  
153 disease, severe weather, or hazardous materials training. The Illinois American Water training  
154 will occur in 2012, the severe weather training takes place before that season commences, and  
155 the other training dates will be dependent on the state's exercise calendar.

156

157 Ammons asked who participates in the training. Dwyer said the participants include the  
158 local EMA liaisons from the cities and volunteers, such as weather spotters. Starting this year,  
159 the City of Champaign is no longer certified as an EMA, so the County EMA will get credit for  
160 the City's population. The EMA grant amount is based on population. Jay has been to EMA  
161 training as a Fire Chief on several occasions and spoke well of the County EMA.

162

163 **Motion carried with unanimous support.**

164

165 **Monthly Reports**

166

167 **MOTION** by Betz to receive and place on file the Animal Control May 2011 & June  
168 2011, Emergency Management Agency June/July 2011, Head Start June 2011 & July 2011,  
169 Probation & Court Services May 2011 & June 2011, and Public Defender March 2011 monthly  
170 reports; seconded by Kurtz.

171

172 O'Connor asked if the Animal Control monthly reports included budget information.  
173 Richards stated the reports include data on the registration, fees, kennel services, and local  
174 government revenues. The Board discussed the methods of viewing the reports.

175

176 **Motion carried with unanimous support.**

177

178

179

180

181 **Head Start Update Presentation**

182

183 This item was removed from the agenda because Head Start had a collective bargaining  
184 meeting that conflicted with this meeting.

185

186 **Other Business**

187

188 There was no other business.

189

190 **Chair's Report**

191

192 There was no Chair's Report.

193

194 **Designation of Items to be Placed on County Board Consent Agenda**

195

196 Agenda item 8.A.1 was designated for the consent agenda.

197

198 **ENVIRONMENT & LAND USE**

199 **Recreation & Entertainment License**

200

201 **MOTION** by Cowart to approve the Recreation & Entertainment License for the Car-X  
202 Crazy K, NFP for a charity race at the Champaign County Fair grounds on August 27, 2011;  
203 seconded by James. **Motion carried with unanimous support.**

204

205 **Monthly Report**

206

207 Hall distributed his monthly reports for June and July. Nudo asked about the number of  
208 permits in 2011 compared to previous years. Hall verified that the permits are compared on a  
209 month-by-month basis and the number is slightly lower than FY2010, but still comparable. 2010  
210 was a low year for permit activity. Nudo questioned how old the complaints were for the 539  
211 enforcement cases open at the end of July 2011. Hall confirmed that a small group of complaints  
212 were made before 2000 and the others were made post 2000. Some of the conditions that caused  
213 complaints may no longer exist because of the complaints' age. Nudo wanted to know if Hall  
214 had set any goals in reducing the number of outstanding complaints. Hall explained the  
215 department has been resolving more complaints than it receives since 2009, with 119 cases  
216 resolved in FY2010. The department's resources are stretched thin and he would require more  
217 resources to allocate towards enforcement to improve the enforcement rate. Champaign  
218 County's enforcement rate compares favorably with similar counties. Nudo wanted a greater  
219 emphasis to be placed on reducing the number of outstanding complaint cases. Hall described  
220 the workload his department manages and the impact the vacant Associate Planner position has  
221 had on the office.

222

223 Weibel exited the meeting at 6:43 p.m.

224

225 The Board discussed the backlog of enforcement cases and how to address this volume.

226 Weibel returned to the meeting at 6:45 p.m.

227

228 Discussion continued over enforcement. In response to the concerns raised by Board  
229 members, Hall offered to make a proposal for more staffing in his department if this is a Board  
230 priority. Petrie urged Hall to explore using University of Illinois students as interns to deal with  
231 the outstanding complaints. Hall said that he would look into the use of interns, but explained  
232 how this type of zoning work requires a certain level of knowledge to complete. Jay voiced his  
233 concern over the County Board continuing to implement the Land Resource Management Plan  
234 when there are numerous enforcement cases that have not been resolved. He recommended  
235 slowing down or postponing the LRMP implementation until they can get a better handle on the  
236 Zoning Office's needs to manage its workload. In response to Holderfield's questions about the  
237 amount of time spent on planning versus enforcement, Hall describe the positions in his  
238 department and the type of work each employee performs. The Board's discussion continued  
239 about the Planning & Zoning Department.

240

241 Weibel exited the meeting at 6:59 p.m. and returned 7:01 p.m.

242

243 McGinty raised the issue of strategic planning and encouraged the Board members to get  
244 involved in the current process. He declines to tell Hall how to do his job and suggested the idea  
245 of performing analysis on whether employing a firm to help with staffing shortages and address  
246 the case backlog would be worthwhile. This approach has been taken with the Harris & Harris  
247 firm collecting the backlog of unpaid court fines. Ammons added that the Strategic Planning  
248 Committee meets tomorrow at 4:30 p.m. and encouraged Board members to attend or send  
249 constructive comments.

250

251 Nudo stated that he and Weibel have looked into a statute that would allow the use of a  
252 three-member panel instead of the State's Attorney for enforcement cases. This could assist in  
253 removing pressure from the State's Attorney's Office and allow for quicker adjudication leading  
254 to more fines being collected. This is an idea he would like to be discussed as a part of this  
255 entire process.

256

257 **MOTION** by Langenheim to receive and place on file the Planning & Zoning June &  
258 July 2011 reports; seconded by Carter. **Motion carried with unanimous support.**

259

260 **Regional Planning Commission**

261 **Request to Approve the Consolidated Vehicle Procurement Application for Rural Public**  
262 **Transportation Start-Up Vehicles**

263

264 **MOTION** by Betz to approve the Consolidated Vehicle Procurement Application for  
265 Rural Public Transportation Start-Up Vehicles; seconded by Anderson.

266

267 Langenheim exited the meeting at 7:05 p.m.

268

269 Amy Marchant, the CRIS Rural Transit CEO, was present to answer questions. Petrie  
270 talked about a recent study on the subject of providing and supporting mobility for seniors. The



271 study contained information about a simplified program to reimburse people who provide  
272 transport services for the elderly in rural areas. This program proposes to use less expenditure  
273 for staff and vehicles. The program directly reimburses people who provide transportation to the  
274 elderly. Marchant was aware of the study and program. The Rural Transit Program does not  
275 allow that type of expenditure process. However, Medicare has a very similar program that  
276 reimburses people for transporting the elderly, including family members. This is available to all  
277 Illinois residents.

278

279 Langenheim returned to the meeting at 7:08 p.m.

280

281 Marchant stated that CRIS Rural Transit shares information about the Medicare program  
282 with people looking for services. She suggested Petrie could take her idea to HSTP Regional  
283 Committee to increase its visibility. Since the purchase of these buses would replace the vehicles  
284 borrowed from Danville, James asked about the level of ridership. Marchant confirmed they are  
285 providing around 800 rides a month. They have reallocated more vehicles to Champaign County  
286 from Vermillion County to meet the need. She distributed flyers about rural transit to the Board.

287

288 **Motion carried.**

289

#### 290 **Other Business**

291

292 Schroder asked if Hall could update the County Board on efforts to fill the vacant  
293 Associate Planner position or to seek part-time help to assist with day-to-day office duties while  
294 the staff focuses on the wind farm issues. Hall has talked to the Administrative Services  
295 Department about extra help at various times, but it did not seem to be worthwhile. He received  
296 53 applications for the Associate Planner position and hopes to have a shortlist of candidates  
297 finalized by the week's end. He has not sought temporary help because this type of help cannot  
298 do much more than answer the phone in the Planning & Zoning Office.

299

#### 300 **Chair's Report**

301

302 Kurtz announced that he has been working with Hall, Susan Monte, and Susan Chavarria  
303 on the agenda for the August 23<sup>rd</sup> study session. He promised the Board would have information  
304 with comments and suggestions from RPC and Hall in their hands about two weeks prior to the  
305 study session. Kurtz noted they have not received a single comment or suggestion for any of the  
306 Board members concerning the study session over the LRMP. They are still looking to receive  
307 comments or suggestions from the Board. Nudo said he spoke to a staff person about the 1 per  
308 40 issue, which will be removed. Kurtz confirmed that was correct.

309

#### 310 **Closed Session Pursuant to 5 ILCS 120/2(c)(11) to Consider Pending Litigation Against** 311 **Champaign County**

312

313 **MOTION** by Weibel to enter into closed session pursuant to 5 ILCS 120/2(c)(11) to  
314 consider pending litigation against Champaign County. He further moved the following  
315 individuals remain present: the County's legal counsel, the Planning & Zoning Director, the

316 County Administrator, and the Recording Secretary. The motion was seconded by Rosales.  
317 **Motion carried with a roll call vote of 22 to 2.** Alix, Ammons, Anderson, Berkson, Betz,  
318 Carter, Cowart, Esry, Holderfield, Jay, Jones, Kurtz, Langenheim, McGinty, Michaels, Moser,  
319 Nudo, Petrie, Richards, Rosales, Schroeder and Weibel voted in favor of the motion. James and  
320 O'Connor voted against the motion. The Board entered into closed session at 7:15 p.m. and  
321 resumed open session at 7:47 p.m. Ammons exited the closed session at 7:29 p.m.

322

323 **Designation of Items to be Placed on County Board Consent Agenda**

324

325 No items were designated for the consent agenda.

326

327 **ADJOURN**

328

329 The meeting was adjourned at 7:48 p.m.

330

331 Respectfully submitted,

332

333 Kat Bork

334 Administrative Assistant

335

336 *Secy's note: The minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.*