



**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE – Justice/Finance/Policy/ Agenda**
County of Champaign, Urbana, Illinois
Tuesday, October 11, 2011 – 6:00 p.m.

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

	<u>Page Number</u>
I. <u>Policy, Personnel, & Appointments:</u>	
A. <u>Appointments/Reappointments</u>	
1. Willow Branch Drainage District-To Fill One Vacancy Term from 9/1/2011 to 08/31/2014 Applicants: Jed Gerdes Robert McMahon	65-66
2. Appointment of County Board Members to EMA Director Search Committee	
B. <u>County Administrator</u>	
1. Vacant Positions Listing (<i>Provided for Information Only</i>)	67
2. 2011 Annual Employee Recognition Event Update	
C. <u>County Clerk</u>	
1. Monthly Fees Report – September 2011	68
D. <u>Other Business</u>	
1. Procedural Recommendation for Review of Closed Session Minutes	69-70
2. Annual Trick-or-Treat Hours (<i>for information only</i>)	71
E. <u>Chair's Report</u>	
F. <u>Designation of Items to be Placed on County Board Consent Agenda</u>	

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Joel A. Gerdes

ADDRESS: 1448 CR 2700 E Ogden IL 61859
Street City State Zip Code

EMAIL: gerdes.farms@hotmail.com PHONE: 217-649-7931
 Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Willow Branch Drainage District

BEGINNING DATE OF TERM: Sept 1, 2011 ENDING DATE: Aug 2014

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?
I live and own land in the Willow Branch District. I am a farmer that has been a part of numerous drainage projects including tile and waterways. We have the original map of the Drainage District tile because the land has been in our family over 100 years. I also know how to survey, have my own equipment, and have taken care of the drainage district tile while the current board has let it fall in.
2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees? disrepair.

The current board has filed papers with IDOT on ownership of the Drainage Tile, has signed off on the project being done then neglected to pay the bills so I and another landowner paid the over \$7000 bill and the district, which still claims the tile, fails to reimburse while they pay to fix tile on land which the board ment

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)
Yes No If yes, please explain: We are hoping Pious will make an unbiased decision on what is best for the entire district or evidence will be shown at county board.

RECEIVED
JUL 22 2011
CHAMPAIGN COUNTY
ADMINISTRATIVE SERVICES

Signature: Joel A. Gerdes
Date: July 21, 2011

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Robert McMahon

ADDRESS: 1585 CR 2650E Ogden IL 61859
Street City State Zip Code

EMAIL: mcmfarms@comcast.net PHONE: 217-369-2755

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Willow Branch

BEGINNING DATE OF TERM: 7-1-2011 ENDING DATE: 8/2014

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I Farm in the ~~area~~ District, and I am the commission of Conkey Branch District.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

I have been ~~on~~ on Drainage District Boards for 15 years. I am also Ogden Township Supervisor

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

Robert McMahon

Signature

Date: 8-8-2011

Prepared By: E. Boatz

**VACANT POSITIONS LISTED ON DATA BASE
OCTOBER 11, 2011**

FUND	DEPT.	POSITION TITLE	HOURLY RATE	REGULAR ANNUAL HOURS	REGULAR ANNUAL SALARY	FY2011 ANNUAL HOURS	FY2011 ANNUAL SALARY
80	30	DEPUTY CIRCUIT CLERK	\$14.53	1950	\$28,333.50	1957.5	\$28,442.48
80	40	CLERK	\$11.51	1950	\$22,444.50	1957.5	\$22,530.83
80	40	CAPTAIN	\$43.23	2080	\$89,918.40	2088	\$90,264.24
80	71	MAINTENANCE WORKER	\$13.55	2080	\$28,184.00	2088	\$28,292.40
80	71	PART-TIME CUSTODIAN	\$10.16	1040	\$10,566.40	1044	\$10,607.04
80	77	ASSOCIATE PLANNER	\$17.66	1950	\$34,437.00	1957.5	\$34,569.45
80	140	DEPUTY SHERIFF--CORRECTIONS	\$18.30	2080	\$38,064.00	2088	\$38,210.40
80	140	DEPUTY SHERIFF--CORRECTIONS	\$18.30	2080	\$38,064.00	2088	\$38,210.40
80	140	DEPUTY SHERIFF--CORRECTIONS	\$18.30	2080	\$38,064.00	2088	\$38,210.40
80	140	PART-TIME MASTER CONTROL OFFICER	\$11.51	1040	\$11,970.40	1044	\$12,016.44
80	140	SERGEANT - CORRECTIONS	\$31.91	2080	\$66,372.80	2088	\$66,628.08
671	30	LEGAL CLERK	\$11.51	1950	\$22,444.50	1957.5	\$22,530.83
		-- TOTAL --	\$220.47		\$428,863.50		\$430,512.98



Gordy Hulten
Champaign County Clerk
Champaign County, Illinois

1776 East Washington Street
Urbana, IL 61802
Email: mail@champaigncountyclerk.com
Website: www.champaigncountyclerk.com

Vital Records: (217)384-3720
Elections: (217)384-3724
Fax: (217)384-1241
TTY: (217)384-8601

COUNTY CLERK
MONTHLY REPORT
SEPTEMBER
2011

Liquor Licenses & Permits	-
Marriage License	1,815.00
Interests	46.06
State Reimbursements	-
Vital Clerk Fees	13,215.00
Tax Clerk Fees	2,247.62
Civil Union Licenses	225
Refunds of Overpayments	-
TOTAL	17,548.68
Additional Clerk Fees	1,972.00

Kay Rhodes

From: Pius Weibel
Sent: Monday, September 12, 2011 2:26 PM
To: Full County Board
Cc: Deb Busey; David DeThorne; Ranae Wolken; Kay Rhodes
Subject: Memorandum: Closed minutes review policy--proposal for discussion

For some time I have been thinking about a procedure to deal with the sizable number of closed session minutes for the County Board. Below are the guidelines that I am presenting to you at this time. With such guidelines in place, it will lead to a more orderly method of reviewing closed session minutes and a more orderly procedure to consider making the minutes public.

First, here is a brief description of the board's relevant duties under the OMA:

At least semi-annually the County Board must meet to review minutes of all closed meetings. The Board must determine and report in an open session that either (1) the need for confidentiality still exists or (2) that the minutes or portions thereof no longer require confidential treatment and are available for public inspection.

Minutes of meetings closed to the public shall be available only after the public body determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential.

Therefore the Board should determine either the need for confidentiality exists or that the minutes no longer require confidentiality. Therefore, the board should determine one way or the other; there is no default.

Proposed guidelines:

1. Health Insurance negotiations: open after 10
2. Union Negotiations: open after 10
3. Salary Schedules: open after 10
4. Personal matters (Discipline, performance, termination) concerning individual employees: remain closed until death, or 10 years after death, or forever.
5. Employment/hiring of specific employee: open after 20, unless still employed
6. Compensation of specific employee: open after 10, unless still employed
7. Land transactions (Purchase/lease/sale): open after 10
8. Litigation: per SA opinion
9. Exceptions: per SA opinion

I do not consider any of these guidelines set in stone, but I do feel that having guidelines is worthwhile.

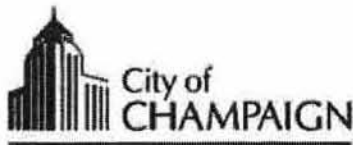
Pius

RECOMMENDATIONS for SEMI-ANNUAL REVIEW of CLOSED SESSION MINUTES
from TOM BETZ

All labor negotiations, regardless of age, should remain closed to avoid revealing management strategy;

Hiring and firing should be closed unless the person is deceased.

Land purchases should be opened within five years of closing if not earlier so long as no deed issues remain.



TRICK-OR-TREAT HOURS

Halloween, October 31, 2011

Customarily, both the City of Urbana and the City of Champaign join with the Champaign County Board in setting aside trick-or-treat hours. The Champaign County Board has approved specific rules/guidelines/hours regarding trick-or-treat hours, and both Urbana and Champaign have agreed to the following schedule:

- ** Halloween/Trick-or-Treat will be held on October 31, regardless of what day of the week it is.
- ** If October 31 falls on a weekday (Monday through Friday), trick-or-treat hours will be 6:00 P.M. to 8:00 p.m.
- ** If October 31 falls on a weekend day (Saturday or Sunday), trick-or-treat hours will be 5:00 p.m. to 7:00 p.m.

Therefore, trick-or-treat hours for Halloween 2011 will be Monday, October 31, 2011, from 6:00 p.m. to 8:00 p.m.