



**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE**

Finance/ Policy, Personnel, & Appointments/Justice & Social Services

County of Champaign, Urbana, Illinois

Tuesday, February 14, 2023 at 6:30 p.m.

Shields-Carter Meeting Room

Brookens Administrative Center

1776 East Washington Street, Urbana, Illinois

MINUTES – Approved as Distributed on March 14th, 2023

Members Present: Samantha Carter, Aaron Esry, Stephanie Fortado, Jim Goss, Elly Hanauer-Friedman, Stan Harper, Mike Ingram, Jennifer Locke, Jenny Lokshin, Diane Michaels, Emily Rodriguez, Jilmala Rogers, Tom ‘Ed’ Sexton, Chris Stohr, Jennifer Straub, Leah Taylor, Bethany Vanichtheeranont, Jeff Wilson, Kyle Patterson

Members Absent: Lorraine Cowart, Eric Thorsland, Wayne Williams

Others Present: Tami Ogden (Director of Finance), Michelle Jett (Director of Administration), Elisabeth Pollock (Public Defender), Aaron Ammons (County Clerk), Angela Patton (Chief Deputy County Clerk), Dustin Heurman (Sheriff), Megan Robison (Recording Secretary)

Agenda Items

I. Call to Order

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

II. Roll Call

Roll call was taken, and a quorum was declared present.

III. Approval of Agenda/Addenda

MOTION by Ms. Taylor to approve the agenda; seconded by Ms. Michaels. Mr. Stohr made a friendly amendment to the motion, moving item VII. C. 1 to the beginning of the Policy section. Upon vote, the **MOTION with amendment CARRIED** unanimously.

IV. Approval of Minutes

A. January 10, 2023 – Regular Meeting

MOTION by Ms. Carter to approve the minutes of January 10, 2023; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED** unanimously.

V. Public Participation

None

VI. Communications

Mr. Wilson wished everyone a Happy Valentine’s Day.

VII. Policy, Personnel, & Appointments

A. County Executive

1. Monthly HR Report – January 2023

Received and placed on file

2. Recommendation to the Finance Committee for approval of the creation of the Finance Specialist position in the Administrative Services Department to be assigned to Grade Range J, effective February 24, 2023

MOTION by Ms. Straub to forward the recommendation for approval of the creation of the Finance Specialist position in the Administrative Services Department to the Finance Committee; seconded by Ms. Rogers. Discussion followed regarding the need for this type of position and the history of a similar position in this office. Upon vote, the **MOTION CARRIED** unanimously.

3. Appointments/Reappointments (*italics indicates incumbent*)

- a. Resolution Appointing Gerald Kellems as the Animal Control Administrator, term ending 2/28/2025

MOTION by Ms. Taylor to recommend County Board approval of a resolution appointing Gerald Kellems as the Animal Control Administrator; seconded by Ms. Vanichtheeranont. Upon vote, the **MOTION CARRIED** unanimously.

- b. Resolution Appointing Wendy Hundley to the Rural Transit Advisory Group, term ending 12/31/2024
c. Resolution Appointing Rick Williams to the Rural Transit Advisory Group, term ending 12/31/2024

OMNIBUS MOTION by Ms. Michaels to recommend County Board approval of resolutions appointing Wendy Hundley and Rick Williams to the Rural Transit Advisory Group; seconded by Mr. Patterson. Discussion Upon vote, the **MOTION CARRIED** unanimously.

- d. Additional County Board Liaison Appointments

MOTION by Mr. Esry to recommend County Board approval of a resolution appointing additional County Board Liaisons; seconded by Mr. Goss. Mr. Patterson noted the remaining liaison vacancies and several members discussed the opening on the Community Action Board. Upon vote, the **MOTION CARRIED** unanimously.

- e. Currently vacant appointments – full list and information is available on the County’s website at: <http://www.co.champaign.il.us/CountyExecutive/appointments/CurrentVacantOpenings.pdf>

Information only

- f. Applications for open appointments

Information only

B. County Clerk

1. Monthly Report – January 2023

Received and placed on file – Mr. Wilson quoted the statute 55 ILCS 5/3-2003.3 and mentioned his concern that the report in the packet does not meet this requirement. Many Board members mentioned that the financial status of the Clerk’s Office is within the Auditor’s report and that this is report that has been provided for many years and they should have a conversation if they, as a Board, are wanting something different.

C. Public Defender

1. Amending the schedule of authorized positions for the Public Defender’s Office

Ms. Pollock spoke to the Board about the need for this position at the January meeting and gave an update for her unspent personnel funds and her decision to not fill currently vacant positions. Ms. Fortado expressed her concern that if this is supported now, that the Board will also support funding for this position in FY2024. Discussion continued with several Board members about the process for this request, the current office needs, the history of this position within this office and the possible lawsuits if this work is not completed by someone.

MOTION by Mr. Patterson to recommend County Board approval of a resolution amending the schedule of authorized positions for the Public Defender’s Office; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED**.

D. Other Business

None

E. Chair’s Report

Mr. Stohr reminded the Board of the funds that were given to the Economic Development Center to attract talent in Champaign County. He stated there has been great progress made on that initiative and the EDC will be coming to make a presentation on their progress in March or April.

F. Designation of Items to be Placed on the Consent Agenda

VII. A. 3a-d

VIII. Justice and Social Services

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

- Probation & Court Services – December 2022 & 4th Quarterly Report
- Public Defender – December 2022 & January 2023
- Animal Control – December 2022 & January 2023
- Emergency Management Agency – November 2022, December 2022 & January 2023

Received and placed on file

B. Rosecrance Re-Entry Financial Report – December 2022

Received and placed on file

C. Other Business

None

D. Chair's Report

Ms. Taylor stated she is working to get Misty Bell from Rosecrance at a future meeting.

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

None

IX. Finance

A. Budget Amendments/Transfers

1. Budget Transfer BUA 2022/12/961

Fund 2076 Tort Immunity Tax Fund / Dept 075 General County

Amount: \$20,936

Reason: The 2022 workers compensation renewal resulted in greater than expected rate increases and higher-than-expected costs. This coupled with the collective bargaining wage increases, led to greater than budgeted workers compensation costs.

MOTION by Ms. Michaels to recommend County Board approval of a resolution approving budget transfer BUA 2022/12/961; seconded by Ms. Vanichtheeranont. Upon vote, the **MOTION CARRIED** unanimously.

2. Budget Transfer BUA 2022/12/1717

Fund 1080 General Corporate / Dept 020 Auditor

Amount: \$595.50

Reason: To cover the cost of envelopes that arrived much earlier than anticipated.

MOTION by Mr. Ingram to recommend County Board approval of a resolution approving budget transfer BUA 2022/12/1717; seconded by Ms. Vanichtheeranont. Upon vote, the **MOTION CARRIED** unanimously.

3. Budget Transfer BUA 2022/12/1756

Fund 1080 General Corporate / Dept 057 Deputy Merit Commission & 140 Correctional Center

Amount: \$16,554

Reason: To transfer funds for new employee psychological exams and inmate pharmacy costs.

MOTION by Ms. Taylor to recommend County Board approval of a resolution approving budget transfer BUA 2022/12/1756; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED** unanimously.

4. Budget Transfer BUA 2022/12/1941

Fund 2679 Child Advocacy Center / Dept 179 Child Advocacy Center

Amount: \$1,731

Reason: To transfer excess personnel funds to cover insurance billing.

MOTION by Ms. Michaels to recommend County Board approval of a resolution approving budget transfer BUA 2022/12/1941; seconded by Ms. Carter. Upon vote, the **MOTION CARRIED** unanimously.

5. Budget Amendment BUA 2022/12/1716
Fund 1080 General Corporate / Dept 026 County Treasurer
Increased Appropriations: \$27,012
Increased Revenue: \$0
Reason: To cover variances for the FY2017 and FY2018 Accounts Payable and General Corp bank accounts.

MOTION by Ms. Vanichtheeranont to recommend County Board approval of a resolution approving budget amendment BUA 2022/12/1716; seconded by Ms. Taylor. Ms. Michaels stated her frustration with this just now coming to light. Ms. Fortado explained that we have had five treasurers in this time who did not clean up these items. Ms. Ogden explained that the Chief Deputy Auditor discovered these items and did not receive support to figure out where these items came from. Upon vote, the **MOTION CARRIED**.

6. Budget Amendment BUA 2022/12/1759
Fund 1080 General Corporate & 2611 County Clerk Surcharge Fund / Dept 022 County Clerk
Increased Appropriations: \$13,089.15
Increased Revenue: \$122
Reason: To address budget shortages in offices supplies, marriage surcharge, outside services, temporary staff, travel gas and election worker lines.

MOTION by Ms. Straub to recommend County Board approval of a resolution approving budget amendment BUA 2022/12/1759; seconded by Ms. Locke. Upon vote, the **MOTION CARRIED**.

7. Budget Amendment BUA 2022/12/1777
Fund 1080 General Corporate / Dept 023 Recorder
Increased Appropriations: \$12,587
Increased Revenue: \$12,587
Reason: Appropriation required to send the State's portion of the Rental Housing Support Program fees that have been collected.

MOTION by Mr. Ingram to recommend County Board approval of a resolution approving budget amendment BUA 2022/12/1777; seconded by Ms. Carter. Ms. Ogden corrected the increased appropriations to correctly reflect the budget amendment in the packet to \$11,328.22. Mr. Ingram and Ms. Carter agreed to the friendly amendment to their motion. Ms. Fortado also gave some background of where these funds go and how the Clerk is advocating for a larger amount to stay within the County. Upon vote, the **MOTION CARRIED** unanimously.

8. Budget Amendment BUA **2023**/1/437
Fund 2075 Regional Planning Commission / Dept 100 Regional Planning Commission
Increased Appropriations: \$286,000
Increased Revenue: \$286,000
Reason: To receive Homeless and Housing Innovations' grant funds.

MOTION by Ms. Vanichtheeranont to recommend County Board approval of a resolution approving budget amendment BUA 2023/1/437; seconded by Ms. Straub. Upon vote, the **MOTION CARRIED** unanimously.

9. Budget Amendment BUA **2023**/1/543
Fund 1080 General Corporate / Dept 042 Coroner
Increased Appropriations: \$5,130
Increased Revenue: \$5,130
Reason: Unspent grant funds received in FY22 need to be added to the FY23 budget for expenditure.

MOTION by Ms. Michaels to recommend County Board approval of a resolution approving budget amendment BUA 2023/1/543; seconded by Mr. Goss. Upon vote, the **MOTION CARRIED** unanimously.

B. Treasurer

1. Monthly Reports through July 2022 are available on the Treasurer's webpage

Information only

2. Resolution Authorizing the Cancellation of the Appropriate Certificate of Purchase on a Mobile Home, permanent parcel 30-054-0054

MOTION by Ms. Vanichtheeranont to recommend County Board approval of a resolution authorizing the cancellation of the appropriate certificate of purchase on a mobile home; seconded by Ms. Straub. Upon vote, the **MOTION CARRIED** unanimously.

C. Auditor

1. Monthly Report – December 2022 – Reports are available on the Auditor's webpage

Received and placed on file

D. County Executive

1. Resolution Abating Certain Taxes Hereto Levied to Pay the Principal of and Interest on Various Outstanding Bond of the County of Champaign, Illinois

MOTION by Mr. Goss to recommend County Board approval of a resolution abating certain taxes hereto levied to pay the principal of an interest on various outstanding bond of the County of Champaign, Illinois; seconded by Ms. Rogers. Upon vote, the **MOTION CARRIED** unanimously.

2. Recommendation to the County Board for approval of the creation of the Finance Specialist position in the Administrative Services Department to be assigned to Grade Range J, effective February 24, 2023

MOTION by Ms. Lokshin to recommend County Board approval of a resolution approving the creation of the Finance Specialist position in the Administrative Services Department to be assigned to Grade Range J; seconded by Mr. Patterson. Upon vote, the **MOTION CARRIED** unanimously.

E. Sheriff

1. Contract for Inmate Food & Commissary Services, pursuant to RFP 2022-011

MOTION by Mr. Esry to recommend County Board approval of a resolution approving the contract for Inmate Food & Commissary Services; seconded by Ms. Vanichtheeranont. Mr. Wilson asked how the meal quality compares to the current vendor. Sheriff Heuerman explained the background of this decision to change vendors and that there are ways to make changes to contract if they are not providing good quality food. Upon vote, the **MOTION CARRIED** unanimously.

F. County Clerk

1. Ordinance Authorizing Statutory Fee Increase on Recordings in Champaign County, Illinois

MOTION by Ms. Michaels to recommend County Board approval of an ordinance authorizing statutory fee increase on recordings in Champaign County, Illinois; seconded by Ms. Lokshin. Discussion followed to clarify that this statutory fee increase is the only increase to the recordings and that if they don't approve this ordinance, the County will still have to pay these fees to the State. Upon vote, the **MOTION CARRIED** unanimously.

G. Other Business

Mr. Goss requested the Treasurer begin coming to the Committee of the Whole meetings.

H. Chair's Report

Ms. Fortado gave an update for the Urbana recreation center and that she has requested Tim from Urbana Park District to come speak at the February County Board Meeting. She also stated they would be bringing other proposals at the March and April meetings.

I. Designation of Items to be Placed on the Consent Agenda

IX. A. 1-4, 7-9, B. 2, D. 1-2, E. 1, F. 1

X. Other Business

None

XI. Adjournment

Chair Patterson adjourned the meeting at 8:01 p.m.