

## RESOLUTION NO. 9162

### A RESOLUTION THAT SUPERSEDES RESOLUTION NO. 8857 ON ESTABLISHMENT OF ORGANIZATION, DUTIES, RULES, POLICIES, AND PROCEDURES OF THE CHAMPAIGN COUNTY BOARD

**WHEREAS**, The Champaign County Board by Resolution No.8857, established the organization, duties, rules, policies, and procedures of the Champaign County Board; and

**WHEREAS**, The Champaign County Board has determined that Resolution 8857 requires revision;

**NOW, THEREFORE, BE IT RESOLVED** by the Champaign County Board that the following rules shall govern the organization, duties, rules, policies, and procedures of the Champaign County Board, except as otherwise required by law, and shall supersede all previous resolutions concerning the same matters adopted by the Champaign County Board.

**All open and closed meetings or sessions held by the Board, including Committee of the Whole, standing committees, special committees, subcommittees, and informal or incidental meetings of these bodies (including those which may occur during party caucuses) shall be held in accordance with the provisions of the Illinois Open Meetings Act (5 ILCS 120). All meetings of the Board shall be preserved by an audio recording.**

#### **Organization and Duties of the County Board**

##### **1. County Board**

The governing body of Champaign County, Illinois, as legally constituted, shall be known as the Champaign County Board (hereinafter "Board"). The number of members of the Board, number of County Board Districts and number of members representing each district shall be determined by the Board, effective on or before July 1, 2001, and every ten years thereafter, as required by statute. Every member of the County Board shall be a member of the Committee of the Whole.

##### **2. Biennial Organizational Meeting**

Unless otherwise required by law, the Board shall hold an organizational meeting on the first Monday in December of each even numbered year, being the first meeting in the month following the month in which Board members are elected. The organizational meeting will be conducted as follows:

- A. The meeting chair (the sitting Board Chair, sitting Board Vice-Chair, or if neither is still a member of the County Board, a temporary Board Chair selected by the majority of board members present), shall accept nominations from the floor for the position of Board Chair. Any member may nominate any member who is not currently a nominee,

including himself or herself. The meeting chair may offer a nomination after all other members have had an opportunity to do so. A member may decline nomination. When all members who wish to do so, including the meeting chair, have offered nominations, the meeting chair shall declare nominations closed.

- B. The meeting chair shall give each nominee an opportunity to speak, once, in order of their nomination. A nominee may choose to withdraw from consideration at any time prior to the start of the Roll Call vote.
- C. After all nominees have one opportunity to speak, the meeting chair shall call for a Roll Call vote. Each member present shall vote by stating the name of their preferred nominee. A member may not abstain. A member may vote for any nominee.
- D. If a nominee receives the votes of a majority of the members present during the Roll Call vote, the nominee is elected. In the case of the election for Board Chair, a successfully elected nominee immediately becomes the meeting chair. If no nominee receives the votes of a majority of the members present, the meeting chair shall call for a ten minute recess for individual or caucus discussion (subject to the provisions of the Illinois Open Meetings Act). Upon return from the recess, the process shall start over with Step 1, except that all current nominees remain nominated, and members who previously declined nomination or withdrew from consideration may be nominated again. The process continues until a nominee has been successfully elected.
- E. The Board shall next select from among its members a Vice Chair, by majority vote of the members present.
- F. The Board Chair shall then appoint, subject to the advice and consent of majority of the members present, Deputy and Assistant Chairs for each Area of Responsibility assigned to the Committee of the Whole, and Chairs, Assistant Chairs and members of each standing committee. These appointments made under Article 2-F can be made at the Biennial Organizational Meeting or at the regularly scheduled December County Board Meeting immediately following the Biennial Organizational Meeting.
- G. In the month of December in even-numbered years where a biennial organizational meeting is held, the County Board will not conduct Standing Committee or Committee of the Whole Meetings, but will bring all business for that month directly to the County Board Meeting.

### **3. Board Chair**

The Board shall be presided over by a Board Chair who shall be selected by the Board from among its members at the Organizational Meeting, for a term of two years. The term of the Chair shall commence upon selection by the Board and extend so long as the Board Chair remains a member of the Board or until a successor is selected by the Board at the next Organizational Meeting. In the event of the death, resignation, or extended disability of the Board Chair, the Board shall elect a successor as soon as practicable at a lawfully noticed and constituted meeting by a majority vote of the members present.

### **4. Vice-Chair**

A Vice Chair, who shall be selected by the Board from its membership at the Organizational Meeting, for a term of two years, shall assume the duties of the Board Chair in the event of

the absence of the Chair. In the event of the death, resignation, or extended disability of the Chair, the Vice Chair shall serve as Board Chair until the election of a new Board Chair by the Board. In the event of the death, resignation, or extended disability of the Vice Chair, the Board shall elect a successor as soon as practicable at a lawfully noticed and constituted meeting by a majority vote of the members present.

**5. Duties of County Board Chair**

- A. The County Board Chair shall preside at all meetings of the Board and meetings of Committee of the Whole.
- B. The County Board Chair shall appoint the deputy and assistant deputies for each area of County Board responsibility assigned to the Committee of the Whole, and the Chair, Assistant Chair and members of each standing committee, subject to the advice and consent of the Board, and after receiving the advice of the respective party caucuses. To the greatest extent possible, appointments made by the County Board Chair shall reflect the expressed will of the party caucuses.
- C. Subject to the advice and consent of the Board, and after receiving the advice of the respective party caucuses, the County Board Chair may establish special committees and appoint their members, Chair and Vice Chair and fix the duration of their existence. To the greatest extent possible, such appointments by the County Board Chair shall reflect the expressed will of the party caucuses. Such special committees shall be dissolved upon the completion of a session of the Board
- D. All Standing committees, special committees, and subcommittees shall be composed of members of each of the political parties represented on the Board, in approximate proportion to those parties' representation on the Board. Each member of the County Board shall be appointed to one standing committee.
- E. Unless assigned to the relevant committee, the County Board Chair is a non voting ex-officio member of all Standing committees, special committees, and subcommittees.
- F. The County Board Chair shall be responsible for the proper and timely implementation of the resolutions, ordinances, and policies of the Board, and shall act in concert with the County Administrator to enforce the ordinances, orders, resolutions, and policies of the Board relevant to the operations of the Champaign County government.
- G. The County Board Chair shall be the Board liaison with the County Administrator.
- H. The County Board Chair shall timely perform all duties set forth herein or otherwise imposed by action of the Board or by law.
- I. The County Board Chair, in accordance with statute, shall, whenever a Board vacancy occurs, give notice of the vacancy to the County Central Committee of each political party within the County within three (3) days of the occurrence of the vacancy. Within 60 days, the Board Chair, with the advice of the respective party's Central Committee, shall appoint a successor to that office who shall be of the same political party as that to which the holder of that office belonged when elected. Such appointments shall be subject to the approval of the Board.
- J. The County Board Chair shall direct that a weekly calendar be prepared indicating the date and place of all meetings of the Board and special committees. This calendar shall be distributed weekly, in advance, to all Board members, all news media which have filed an annual request under the Illinois Open Meetings Act, and to any citizen of the

County who provides a written request. This calendar shall also be posted, in advance, in the lobbies of the Champaign County Courthouse and the Brookens Administrative Center.

- K. The County Board Chair, in cooperation with the Deputy Chairs for areas of responsibility assigned to the Committee of the Whole, the Chairs of the standing committees, the County Administrator, and the Administrative Services Department, shall be responsible for developing the agenda for each meeting. The County Board Chair shall designate a portion of the regular monthly County Board Meeting agenda as the Consent Agenda. Items included in the Consent Agenda shall be items that the County Board Chair believes will be unanimously adopted without discussion. Motions to go into closed session may not be included in the Consent Agenda.

## 6. **Rules**

- A. The business of the Board, Committee of the Whole, standing committees, and special committees or subcommittees shall be conducted in conformity with these Rules.
- B. Except otherwise required by these Rules or by statute, the conduct of all meetings of the Board, Committee of the Whole, and special committees or subcommittees shall be governed by *Roberts Rules of Order Newly Revised*.
- C. For the purpose of these Rules, a Session of the Board shall be for the two year period commencing with the biennial organizational meeting.
- D. Every item listed on a County Board, Committee of the Whole, standing committee, or special or subcommittee agenda is considered to be an item subject to action unless it is listed as DISCUSSION or INFORMATION ONLY on the agenda.
- E. Whenever there is a tie vote on a main motion in standing committee, special committee, subcommittee or Committee of the Whole, the matter is reported to the County Board for action as “without recommendation” out of special committee, subcommittee or Committee of the Whole. The Chair, Deputy Chair, or upon a motion approved by the body, may request a straw poll (conducted by a show of hands) on an issue, without a binding vote, which will also be reported to the County Board for action “without recommendation” from the special committee or Committee of the Whole.

## 7. **Parliamentarian**

- A. The County Board Chair may designate a Parliamentarian, who may be a member of the Board, or may rely on the advice of the State’s Attorney’s Office.
- B. The Parliamentarian shall advise the County Board Chair or Deputy Chair on any Rule when called upon to do so by the Chair.

## 8. **Rule Changes**

Written notice of any proposed change(s) to these Rules *is* to be presented to the Policy, Personnel, and Appointments Committee of the Whole at least fourteen (14) days prior to any consideration of such changes.

## 9. **Suspension of Rules**

Any Rule, except Rule 8 (Rule Changes), may be suspended for a specific question by a two-thirds vote of the Board or Committee of the Whole members present, except as otherwise required by law.

**10. Quorum**

- A. A majority of the members of the Board shall constitute a quorum for the purpose of the transaction of business by the Board or Committee of the Whole.
- B. A majority of the number of the members appointed to a standing committee, special committee, or subcommittee shall constitute a quorum of that committee.
- C. No business shall be conducted in the absence of a quorum.
- D. If, at any time during any meeting of the Board, Committee of the Whole, or any standing committee, special committee or subcommittee, the number of members of the Board Committee of the Whole, or standing or special or subcommittee present falls below that constituting a quorum, that meeting shall cease and no further business be conducted until such time as a quorum is present.
- E. Any member of the Board or Committee of the Whole or standing or special or subcommittee then meeting may, at any time, suggest the Chair shall immediately order a roll call to determine the presence or absence of a quorum.

**1. Appointive Position – Procedures**

- A. The Board Chair shall designate appointees to public boards, commissions, and committees as required by statute or by action of the Board, subject to review and recommendation of the Policy, Personnel, and Appointments Committee of the Whole, and further subject to the advice and consent of the Board.
- B. On or before February 1 of each year, the Chair shall direct the preparation and distribution of a list of appointments expiring during the next twelve (12) months. This list shall be distributed to all Board members, all affected public boards, commissions, and committees, and any news media, which has filed an annual request to receive public notices under the Illinois Open Meetings Act. That list shall be made available for public inspection and copying.
- C. All persons desiring to be considered for appointment to any such appointive office shall make written application to the Board Chair. Forms for those applications shall be approved by the Board Chair who shall direct that they be made available at a place of County business reasonably convenient to the public.
- D. All Board members, public officials, and members of the public are encouraged to make recommendations for appointive offices by encouraging the timely submission of the necessary application to the Board Chair.
- E. The Board Chair shall direct that a press release be issued as to any appointive position(s) to be filled, which shall state where application forms may be obtained and delivered when complete, the deadline by which applications must be received, and any special qualifications required of persons appointed to that office.
- F. To the extent practicable, the Board Chair shall personally interview all applicants for such offices.

**12. County Board Meetings**

- A. As required by statute, the Board shall meet during the months of June and September of each year as well as the Biennial Organizational Meeting in December of each even numbered year.
- B. Regular meetings of the Board shall be scheduled in compliance with the Annual Calendar of Meetings approved by the County Board each year pursuant to the Illinois Open Meetings Act.
- C. A special meeting of the Board may be called, in accordance with 55 ILCS 5/2-1002, by written request of 1/3 of the membership of the Board, addressed to the Clerk of the Board (County Clerk) and specifying the time and place of the meeting. Upon receipt of such request, the Clerk shall immediately transmit written notice to each member of the Board and publish notice as required by law.
- D. Emergency meetings of the Board may be held only in accordance with Section 2.02 of the Illinois Open Meetings Act.
- E. Time for public participation shall be provided on the agenda for members of the public to be heard, on both the regular meeting of the County Board and Committee of the Whole meetings of the Board, and meetings of standing committees, as follows:
  - 1. Any person wishing to address the Board shall be allotted not more than five (5) minutes to do so.
  - 2. The total time allotted for public participation shall not exceed sixty (60) minutes.
  - 3. Members of the public wishing to speak at other times on the agenda may do so only if recognized by the Chair or by majority vote of the Board or committee members present.
  - 4. No Board member shall be permitted to address the Board during the time reserved for public participation.
  - 5. Board members shall not engage in dialogue with members of the public during public participation.
- F. The following requirements shall apply to items to be considered for placement on the Agenda:
  - 1. Items proposed for consideration by the Board shall be submitted to Administrative Services on or before Noon on the Tuesday preceding the Board meeting.
  - 2. Any resolution or ordinance submitted shall be accompanied by a summary of its contents, unless it is so brief in nature that a summary is unnecessary.
  - 3. Only items first presented to Committee of the Whole or a standing committee or a special committee of the Board shall be placed on the agenda of the Board for action with the exception of:
    - a) Matters relating to pending litigation;
    - b) Correction of the form of matters previously presented to the Board;

- c) Matters which the Board has, as a body, directed to be returned directly to the Board at a previous meeting;
- d) Matters presented to the Board at its Biennial Organizational Meeting;
- e) Collective bargaining and employment matters;
- f) Purely procedural matters, such as scheduling meetings;
- g) Announcements, and matters for consideration and not formal action; and
- h) Emergency budget amendments; and
- i) Items that must be acted on to meet an external deadline;
- j) All items as listed above in 3a-3i shall be listed on the agenda as “New Business”.

G. To the extent possible, seating of Board members shall be by district.

**13. Order of Business – County Board, Committee of the Whole, Standing & Special Committee Meetings**

- A. The Chair shall call the meeting to order at the time scheduled for the meeting or as soon thereafter, as it shall appear that a quorum is present.
- B. Prior to the conduct of any other business, the Chair shall direct that the roll be called if a quorum is present and, if so, the meeting shall immediately proceed according to the designated order of business.
- C. The Order of Business for each regular meeting of the Board shall be as follows:

Call to Order  
 Roll Call  
 Prayer and Pledge of Allegiance  
 Read Notice of Meeting  
 Approval of Agenda and Addendum  
 Public Participation  
 Approval of the Consent Agenda  
 Communications  
 Approval of Minutes of Previous Meeting(s) (if not approved as part of the Consent Agenda)  
 Reports of Standing Committees  
 Areas of Responsibility Reports  
 New Business  
 Other Business  
 Adjournment

- D. The order of business for meetings of Committee of the Whole shall include the following:

Call to Order  
 Roll Call  
 Approval of Agenda/Addenda

Approval of Minutes of Previous Meeting(s)  
 Public Participation  
 Communications  
 Areas of Responsibility Items:  
     New Business  
     Other Business  
     Chair's Reports  
 Designation of Items to be Placed on the Consent Agenda  
 Adjournment

- E. The order of business for meetings of standing committees, special committees and subcommittees shall include the following:

Call to Order  
 Roll Call  
 Approval of Agenda/Addendum  
 Approval of Minutes of Previous Meeting(s)  
 Public Participation  
 Communications  
 New Business  
 Other Business  
 Chair's Report  
 Designation of Items to be Placed on the Consent Agenda  
 Adjournment

- F. All questions regarding the priority of business shall be decided by the Chair, subject to appeal to the Board or special committee or subcommittee.  
 G. The Chair shall decide all questions of order and procedure, subject to appeal to the Board.  
 H. Breaks or recesses shall be taken at the discretion and by declaration of the Chair.

**1. Recognition of Members of the Board, Committee of the Whole, and Others**

- A. Each member of the Board shall have the privilege of the floor upon seeking and obtaining recognition by the Chair. In meetings of the Committee of the Whole, the County Board Chair shall designate who shall preside over all sections of the Agenda except for the specified areas of Deputy Chair responsibilities, where the relevant Deputy Chair shall preside.  
 B. No member of the Board, Committee of the Whole, Standing committee, special committee, or subcommittee may speak twice on the same question until all members wishing to be heard have spoken unless otherwise recognized by the Chair.



- C. The Chair shall determine the order in which members shall be recognized; however, special and subcommittee chairs or designees of the special or subcommittee reporting to the Board on behalf of their committee shall be heard first on those matters.
- D. No member who has the floor shall be interrupted except for the following:
  - 1. By a call to order by the Chair;
  - 2. By an objection to the introduction of the question;
  - 3. By a call for a point of order;
  - 4. A Question of Privilege;
  - 5. A Parliamentary inquiry.
- E. The appearance of elected and appointed officials of Champaign County Government and other persons requested to appear before the Board, Committee of the Whole, standing committee, special committee or subcommittee shall not be subject to the limitations regarding public participation and shall be recognized at the discretion of the Chair.

**15. Motions, Resolutions, Ordinances, Voting and Roll Call – County Board Meetings**

- A. Motions shall be stated by the mover. No motion shall be debated before it has received a second.
- B. Except as herein specified or as required by Statute, all motions may be adopted by majority vote of the members present.
- C. Every member of the Board present, including the Chair, shall be given the opportunity to vote on all questions. There shall be no “absentee” or “proxy” voting on any question.
- D. In a case where a member abstains, the member shall state the reason and the facts shall be noted in the minutes of the Board. The vote on all propositions to appropriate money, approve the annual budget and tax levy, issue bonds and fix salaries, shall be by roll call.
- E. Transfers from one appropriation of any one fund to another of the same fund not affecting the total amount appropriated, and appropriations in excess of those authorized by the budget in order to meet an immediate emergency may be made at any meeting of the Board by a two-thirds (2/3) vote of all the members constituting such Board; the vote shall be by roll call.
- F. A roll call vote shall be called on any question upon the demand of any two members. The Roll Call shall be in alphabetical order and shall be advanced one name each meeting, with the County Board Chair always voting last. This shall be recorded in the minutes.
- G. A motion before the Board may be withdrawn by the proposer with the consent of the second at any time prior to the adoption of an amendment to the motion or vote of the Board on the motion.
- H. Any Board member may request assistance in drafting resolutions and may receive assistance in preparation through the County Administrator or Administrative Services Department.
- I. Prior to approval of the Consent Agenda and upon the request of any County Board member, any item(s) in the Consent Agenda shall be removed and returned to the

appropriate Area of Responsibility. Such a request does not require a reason, a second, or a vote. Items may not be added to the Consent Agenda during the meeting.

J. The Consent Agenda shall be approved by roll call vote without debate or discussion.

**16. Areas of County Board Responsibilities Assigned to the Committee of the whole**

**A. STRUCTURE OF AREAS OF RESPONSIBILITY**

The following shall be the Areas of Responsibility of the Champaign County Board assigned to the Committee of the Whole:

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

**B. MEETINGS OF COMMITTEE OF THE WHOLE**

1. Regular Meetings of the Committee of the Whole shall be held in compliance with the Annual Calendar of Meetings approved by the County Board each year. Any changes of meeting dates and times must be submitted to the County Administrator in time to be placed on the weekly County Calendar.
2. All members present at a Committee of the Whole Meeting shall vote on all action items presented on that agenda.  
The chair of the Committee of the Whole Meeting shall be the County Board Chair. The Deputy Chair for each Area of Responsibility shall chair the Committee of the Whole Meeting for their respective portion of the Agenda.

**D. DUTIES OF DEPUTY CHAIR**

1. The Deputy Chair may vote on all motions before the Committee of the Whole.
2. The Deputy Chair, in cooperation with the County Board Chair and the County Administrator, shall be responsible for developing the agenda for each meeting.
3. The Deputy Chair shall notify the Administrative Services Department, in a timely manner, of any recommendations or actions requiring County Board action.
4. The Deputy Chair, with the approval of the majority of the Board members, may designate a subcommittee of one or more members and a Subcommittee Chair to conduct specific duties.
5. In the absence of a Deputy Chair, the Assistant Deputy Chair shall serve in the Deputy Chair's stead.

**E. AREAS OF RESPONSIBILITY: DUTIES AND ROLES**

1. Finance
  - a) Establishes process with County Administrator for annual budget preparation.
  - b) Plans overall county long-range needs, including consideration of the County's information technology systems and infrastructure.

- c) Plans overall budget, in view of department proposal and County needs.
- d) Convenes a public hearing on the preliminary budget in compliance with legal requirements.
- e) Reviews departments' budgets and reports to the Board any recommendations necessary for the reasonable adherence to the budget.
- f) Prepares and submits final budget to the Board.
- g) Confers with the County Treasurer to determine the proper and legal investment and deposit of County funds.
- h) Approves transfer of funds on line item accounts as necessary.
- i) Evaluates distribution of funds and appropriation of expenditures within the County with the goal to achieve maximum efficiency and economy within the government structure.
- j) Receives and considers for recommendation to the County Board all grant applications and/or awards for Champaign County offices and agencies;
- k) Receives, reviews, and considers recommendation to the County Board from the Champaign County Salary Administrator regarding position classification, evaluation, salary administration, and County staffing.
- l) Reviews and recommends Champaign County Financial Policies annually.

2. Justice & Social Services

- a) Considers issues and receives reports from the Champaign County Mental Health Board, Developmental Disabilities Board, Cooperative Extension Services Board, RPC Head Start, RPC Senior Services, Regional Office of Education, Children's Advocacy Center, Veterans' Assistance Commission, and Community Services Board.
- b) Works with the County Sheriff on all matters pertaining to adult correctional programs and policies.
- c) Confers with Circuit Judges on operation of courts and court related offices and agencies.
- d) Considers programs and receives reports involving Courts, Circuit Clerk, State's Attorney, Public Defender, Court Services, Coroner, Animal Control, and Emergency Management Agency departments.

3. Policy, Personnel, & Appointments

- a) Reviews and acts upon all appointments recommended by the County Board Chair.
- b) Develops, maintains, and recommends County policies, in compliance with federal and state regulation.
- c) Accepts and reviews reports for County Administrator, County Board Chair, and County Clerk.
- d) Receives, reviews, and makes recommendations from subcommittees.
- e) Serves as final step for hearing process in grievance procedures as provided in Champaign County Personnel Policy.
- f) Responsible for reviewing and recommending positions on state and federal legislation impacting the County.

- g) Receives, reviews, and considers requests from department heads and recommendations from Champaign County Salary Administrator regarding position classification and evaluation, and forwards recommendations to Finance Committee of the Whole, and/or County Board, pursuant to the terms of the Champaign County Personnel Policy.

## **17. Standing Committees**

### **A. Names and Sizes of Standing Committees**

The following shall be the standing committees of the Champaign County Board and their respective sizes:

- County Facilities Committee (7 members)
- Environment and Land Use Committee (7 members)
- Highway and Transportation Committee (8 members)

### **B. Rules for Standing Committees**

1. Except as specifically provided for in this section, all rules and procedures set forth elsewhere in this Resolution (including but not limited to those related to notice of meetings, conduct of meetings, establishment of quorum, provision for public participation and compliance with the Illinois Open Meetings Act) shall apply to standing committees.
2. Regular Meetings of standing committees shall be held in compliance with the Annual Calendar of Meetings approved by the County Board each year. Any changes of meeting dates and times must be submitted to the County Administrator in time to be placed on the weekly County Calendar.
3. Standing committee meetings shall be presided over by the Chair of the standing committee or in the absence of the Chair, the Assistant Chair of the standing committee, or in the absence of the Assistant Chair, by a member of the committee elected by a majority of the committee members present.

### **C. Duties of Standing Committees**

1. County Facilities Committee
  - a) Reviews and approves construction and remodeling, maintenance and operation of County buildings, property and recreational land, in compliance with all federal and state requirements
  - b) Reviews topics involving acquisition, leasing, and disposition of real property for the County.
  - c) Establishes, plans, and approves long-range goals and development of plans for County facilities.
  - d) Provides overall supervision of matters relating to County facilities.
2. Environment and Land Use Committee

- a) Works with the Regional Planning Commission and other units of government to meet the need for regional planning and zoning.
- b) Makes recommendations for guidance and control of the future economic development of the County.
- c) Drafts rules and regulations for subdivisions.
- d) Acts on approval of plats.
- e) Issues various licenses as established by the Board.
- f) Provides Cable television oversight.
- g) Provides Solid Waste oversight.
- h) Reviews and recommends policies and actions regarding all zoning and enforcement issues.

3. Highway and Transportation

- a) Establishes and approves long-range plans for County roads and highway construction.
- b) Provides overall supervision of matters relating to County roads, bridges, and right-of-way.
- c) Approves all highway construction plans.
- d) Considers acquisition and disposition of County Highway equipment and materials.

18. Per Diem

- A. Per Diem payments shall be established by the County Board for each term of office and shall prevail throughout that term of office including any replacement Board members.
- B. Per Diem shall be determined by the County Board biennially in advance of the election of new Board members.
- C. No more than one per Diem shall apply on any given calendar day.
- D. Board members shall be reimbursed for mileage for attendance at meetings and events approved based on the rate established by the County Board. Mileage for a second meeting on any one day shall be chargeable.

In the absence of a quorum at a duly called meeting, those members attending the called meeting shall be entitled to per diem and mileage.

19. Effective Date

This Resolution shall become effective March 19, 2015.

**PRESENTED, ADOPTED, APPROVED, AND RECORDED** This 19<sup>th</sup> day of March  
A.D. 2015.

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Pattsi Petrie, Chair  
Champaign County Board

**ATTEST:**

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Gordy Hulten, County Clerk and  
*Ex-Officio* Clerk of the County Board