

CHAMPAIGN COUNTY BOARD  
COMMITTEE MINUTES

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**COUNTY EXECUTIVE TRANSITION COMMITTEE**

**Monday, March 5, 2018**

**Brookens Administrative Center, Jennifer K. Putman Meeting Room  
1776 E. Washington St., Urbana**

**MEMBERS PRESENT:** Jim McGuire, Kyle Patterson, Steve Summers, C. Pius Weibel (Chair)

**MEMBERS ABSENT:** Jim Goss

**OTHERS PRESENT:** Deb Busey (County Administrator), Pattsi Petrie (County Board member), Kay Rhodes (Administrative Assistant)

**CALL TO ORDER**

Weibel called the meeting to order at 4:35 p.m.

**ROLL CALL**

McGuire, Patterson, Summers, and Weibel were present at the time of roll call, establishing the presence of a quorum.

**APPROVAL OF AGENDA/ADDENDUM**

**MOTION** by McGuire to approve the agenda; seconded by Summers. **Motion carried with unanimous support.**

**APPROVAL OF MINUTES**

**MOTION** by Patterson to approve the February 20, 2018 minutes; seconded by Summers. **Motion carried with unanimous support.**

**PUBLIC PARTICIPATION**

There was no public participation.

**DISCUSSION & APPROVAL OF NEW COUNTY BOARD RULES**

Weibel reviewed the changes/additions to the list of duties of the County Executive handed out and discussed at the last meeting. Busey pointed out under 1 & 2, that the County Executive would retain authority over appointed officials such as the County Engineer and the Director of Planning and Zoning, with the exception of the appointed position of Supervisor of Assessments, if it becomes an elected office. Weibel would check with the State's Attorney's office.

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Busey understood that the County Executive would be responsible for the county's policies (#2); not the County Board. Weibel clarified that the County Executive could present policies, but they must be approved by the County Board.

Weibel and the committee members agreed that #7, regarding the removal or suspension of an appointed official, should be more specific and needed clarification from the State's Attorney on the hearing process and suspension.

The committee members agreed that clarification was needed on #8, regarding the method used to deliver a 24-hour notice to board members when a special meeting is ordered by the County Executive.

The committee members needed State's Attorney clarification on #9, as to whether a non-board member who is designated by the County Executive to preside over meetings in his/her absence, could vote to break a tie.

Weibel pointed out that he added #14, weekly calendar preparation, notice to media, and board members. This item came from the current list of duties of the County Board Chair. Petrie suggested that the text regarding calendar postings should include language about posting to the website.

The committee members also discussed the use of a veto journal, which would list any ordinance, resolution or motion not signed by the County Executive. The committee discussed the County Board meeting recess period and possible effects on unapproved ordinances. Busey noted that the County Executive could also veto an item listed on the Consent Agenda.

There were very minor changes to the list of duties of the County Board Chair. Weibel noted that the committee structure could change. The committee discussed I., the appointment of a County Board when a vacancy occurs. The County Board Chair currently makes the appointment with the advice and consent of the County Board. The committee questioned if the County Executive would take over this responsibility.

Weibel noted that he added a new section listing the County Board Chair's responsibilities for the preparation of the County Board Agenda and County Board Consent Agenda.

## **OTHER BUSINESS**

The next meeting is scheduled for Monday, April 2, 2018.

## **ADJOURNMENT**

The meeting adjourned at 5:27 p.m.

Respectfully submitted,

Kay Rhodes,  
Administrative Assistant