



**CHAMPAIGN COUNTY BOARD  
COMMITTEE OF THE WHOLE**

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

County of Champaign, Urbana, Illinois

Tuesday, January 14, 2025 at 6:30 p.m.

Shields-Carter Meeting Room

Brookens Administrative Center

1776 East Washington Street, Urbana, Illinois

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**MINUTES – Approved as Distributed on February 11, 2025**

**Members Present:** Jon Cagle, Ben Crane, Aaron Esry, John Farney, Jake Fava, Stephanie Fortado, Carolyn Greer, Jenny Lokshin, Brett Peugh, Emily Rodriguez, Jilmala Rogers, Tom ‘Ed’ Sexton, Chris Stohr, Matt Sullard, Eric Thorsland, Bethany Vanichtheeranont, Daniel Wiggs, Jeff Wilson and Jennifer Locke

**Members Absent:** Samantha Carter, Lorraine Cowart, and Elly Hanauer-Friedman

**Others Present:** Steve Summers (County Executive), Michelle Jett (Director of Administration), Dustin Heurman (Sheriff), Susan McGrath (Circuit Clerk), Julia Rietz (State’s Attorney) and Megan Robison (Recording Secretary)

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**Agenda Items**

**I. Call to Order**

Chair Locke called the meeting to order at 6:32 p.m.

**II. Roll Call**

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

**III. Approval of Agenda/Addenda**

**MOTION** by Mr. Sexton to approve the agenda; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED** unanimously.

**IV. Approval of Minutes**

A. November 12, 2024 – Regular Meeting

**MOTION** by Ms. Vanichtheeranont to approve the minutes of November 12, 2024; seconded by Mr. Esry. Upon vote, the **MOTION CARRIED** unanimously.

**V. Public Participation**

None

**VI. Communications**

None

**VII. Justice and Social Services**

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

- Probation & Court Services – July, August, September, October & November 2024 & 3<sup>rd</sup> Quarter Statistics
- Emergency Management Agency – November & December 2024
- Public Defender – November & December 2024
- Animal Control – October 2024

Received and placed on file

B. Rosecrance Re-Entry Reports

- Financial Report – October & November 2024
- Program Report – October & November 2024

Information only

C. Circuit Clerk

1. Amendment to Professional Services Agreement between Champaign County and Berry, Dunn, McNeil & Parker, LLC

**MOTION** by Mr. Farney to recommend County Board approval of a resolution amending the professional services agreement between Champaign County and Berry, Dunn, McNeil & Parker LLC; seconded by Mr. Thorsland. Upon vote, the **MOTION CARRIED** unanimously.

D. Other Business

None

D. Chair's Report

None

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

VII. C. 1

**VIII. Finance**

A. Budget Amendments/Transfers

1. Budget Amendment BUA 2024/12/744  
Fund 2091 Animal Control / Dept 047 Animal Control  
Increased Appropriations: \$32,450  
Increased Revenue: \$0  
Reason: Additional funds required to pay retiring employee payout.

**MOTION** by Ms. Vanichtheeranont to recommend County Board approval of a resolution approving BUA 2024/12/744; seconded by Ms. Rogers. Upon vote, the **MOTION CARRIED** unanimously.

2. Budget Amendment BUA 2024/12/771  
Fund 1080 General Corporate / Dept 071 Physical Plant  
Increased Appropriations: \$53,745.31  
Increased Revenue: \$0  
Reason: Additional funds required to pay retiring employee payout.

**MOTION** by Mr. Sullard to recommend County Board approval of a resolution approving BUA 2024/12/771; seconded by Mr. Farney. Upon vote, the **MOTION CARRIED** unanimously.

3. Budget Amendment BUA 2024/12/816  
Fund 1080 General Corporate / Dept 041 State's Attorney  
Increased Appropriations: \$25,000  
Increased Revenue: \$0  
Reason: Additional funding required for outstanding invoices.

**MOTION** by Mr. Thorsland to recommend County Board approval of a resolution approving BUA 2024/12/816; seconded by Ms. Greer. Upon vote, the **MOTION CARRIED** unanimously.

4. Budget Amendment BUA 2025/1/21  
Fund 2109 Indoor Climate Resources Agency / Dept 932 Indoor Climate Resources Agency  
Increased Appropriations: \$3,649,631  
Increased Revenue: \$3,649,631  
Reason: Appropriation of grant funds for the Indoor Climate Research & Training Division of the RPC.

**MOTION** by Mr. Esry to recommend County Board approval of a resolution approving BUA 2025/1/21; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED** unanimously.

5. Budget Amendment BUA 2025/1/30  
Fund 1080 General Corporate / Dept 40 Sheriff  
Increased Appropriations: \$62,676.55  
Increased Revenue: \$0  
Reason: Appropriation of grant funds from the Illinois Law Enforcement Training and Standards Board.

**MOTION** by Mr. Sexton to recommend County Board approval of a resolution approving BUA 2025/1/30; seconded by Ms. Rogers. Upon vote, the **MOTION CARRIED** unanimously.

6. Budget Amendment BUA 2025/1/60  
Fund 1080 General Corporate / Dept 140 Correctional Center  
Increased Appropriations: \$375,000  
Increased Revenue: \$0  
Reason: The jail consolidation project was not completed by the end of FY2024, as originally planned. Additional funds are required for out of county boarding in FY2025 until the project is completed.

**MOTION** by Ms. Lokshin to recommend County Board approval of a resolution approving BUA 2025/1/60; seconded by Mr. Farney. Discussion continued with Sheriff Heuerman about the timeline for completion of renovations, reasons renovating the older side of the jail, and the capacity of the jail when completed. Upon vote, the **MOTION CARRIED** unanimously.

Chair Fortado reminded the Board members that unexpected items like long-time employees retiring and out-of-county boarding are the reason they need to keep a healthy fund balance.

B. Auditor

1. Monthly Report – October 2024 – Reports are available on the Auditor’s webpage

Received and placed on file

C. Treasurer

1. Monthly Report – October & November 2024 – Reports are available on the Treasurer’s webpage

Received and placed on file

2. Resolution Authorizing the County Executive to Assign Mobile Home Tax Sale Certificate of Purchase, permanent parcel 30-056-0096
3. Resolution Authorizing the County Executive to Assign Mobile Home Tax Sale Certificate of Purchase, permanent parcel 30-059-0050
4. Resolution Authorizing the County Executive to Assign Mobile Home Tax Sale Certificate of Purchase, permanent parcel 14-018-0003

**OMNIBUS MOTION** by Ms. Vanichtheeranont to recommend County Board approval of resolutions authorizing the County Executive to assign mobile home tax sale certificates for the above-mentioned parcels; seconded by Mr. Sullard. Upon vote, the **MOTION CARRIED** unanimously.

D. County Executive

1. Establishing a Capital Asset Policy

**MOTION** by Mr. Farney to recommend County Board approval of an ordinance establishing a capital asset policy; seconded by Ms. Locke. Discussion followed regarding what policy was used prior to the creation of this policy, why the policy is necessary and who has created/reviewed this policy. Upon vote, the **MOTION CARRIED** unanimously.

2. Resolution Adopting and Authorizing Intergovernmental Agreements for Computer Assisted Mass Appraisal Software (CAMA)

**MOTION** by Ms. Vanichtheeranont to recommend County Board approval of a resolution adopting and authorizing intergovernmental agreements for computer assisted mass appraisal software; seconded by Mr. Cagle. Upon vote, the **MOTION CARRIED** unanimously.

E. Regional Planning Commission

1. Approving the Application for, and if awarded, acceptance of the COBotics for Attic Technical Testing and Infiltration Control Grant (DE-EE0011592)
2. Approving the Application for, and if awarded, acceptance of the Illinois Building Electrification Research Subaward
3. Approving the Application for, and if awarded, acceptance of the Residential Energy Auditor Training Grant

**OMNIBUS MOTION** by Mr. Esry to recommend County Board approval of resolutions approving the application for, and if awarded, acceptance of the three grants listed above; seconded by Mr. Wiggs. Ms. Fortado spoke about the procedure for approving these and thanked the State’s Attorney’s Office for their work on the procedural process. Upon vote, the **MOTION CARRIED** unanimously.

F. Other Business

None

G. Chair's Report

None

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

VIII. A. 1-6, C. 2-4, D. 1-2, E. 1-3

**IX. Policy, Personnel, & Appointments**

A. County Executive

1. Monthly HR Report – November & December 2024

Received and placed on file – Mr. Stohr spoke about the currently vacant positions.

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

- a. Resolution Appointing *Doug Stierwalt* to the Two Mile Slough, unexpired term ending 08/31/2027

**MOTION** by Mr. Esry to recommend County Board approval of a resolution appointing Doug Stierwalt to the Two Mile Slough Drainage District; seconded by Mr. Wilson. Upon vote, the **MOTION CARRIED** unanimously.

- b. Resolution Appointing Alicia Beck to the Rural Transit Advisory Group, term 1/1/2025-12/31/2025
- c. Resolution Appointing *Rick Williams* to the Rural Transit Advisory Group, term 1/1/2025-12/31/2026
- d. Resolution Appointing *Martha Newton* to the Rural Transit Advisory Group, term 1/1/2025-12/31/2026
- e. Resolution Appointing *Wendy Hundley* to the Rural Transit Advisory Group, term 1/1/2025-12/31/2026
- f. Resolution Appointing *Ashley Richey* to the Rural Transit Advisory Group, term 1/1/2025-12/31/2026

**OMNIBUS MOTION** by Mr. Thorsland to recommend County Board approval of resolutions appointing Alicia Beck, Rick Williams, Martha Newton, Wendy Hundley and Ashley Richey to the Rural Transit Advisory Group; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED** unanimously.

- g. Resolution Appointing Jon Kelly as the Regional Superintendent of Schools for Champaign and Ford Counties, unexpired term 3/1/2025-6/30/2027

**MOTION** by Mr. Wilson to recommend County Board approval of a resolution appointing Jon Kelly as the Regional Superintendent of Schools for Champaign and Ford Counties; seconded by Mr. Esry. Mr. Farney will be abstaining from this vote as he is an ROE employee. Upon vote, the **MOTION CARRIED** with one abstention.

h. Resolution Appointing County Board Liaisons

**MOTION** by Ms. Rogers to recommend County Board approval of a resolution appointing County Board Liaisons; seconded by Mr. Cagle. The attached listed was modified to add Ms. Lokshin to the Developmental Disabilities Board, Ms. Greer to the MLK Jr. Celebration Committee and they removed the vacant position listed for the Re-Entry Council. Upon vote, the **MOTION CARRIED** unanimously.

- i. Currently vacant appointments – full list and information is available on the County’s website

Information only

- j. Applications for open appointments

Information only

B. County Clerk

1. Fee Reports

- Monthly Reports – November & December 2024
- Semi-Annual Report – July-December 2024

Received and placed on file

C. County Board

1. Changes to County Board Rules

- a. Listing Presentations in Order of Business
- b. Clarifying Presentation Designation in Order of Business
- c. Communications Location
- d. Public Participation for Department Heads
- e. Public Participation – Engaging in Dialogue

Ms. Jett provided a memo in the packet with all of the items that had been discussed previously. Many of the items are already addressed in the Board Rules or Robert’s Rules of Order. She wants to receive everyone’s feedback on the items listed and they will bring this back to the Board in February for a vote.

Mr. Sullard suggested placing more of the items for the public towards the top of the agenda and wondered why presentations was placed so high. Mr. Stohr explained the intention for the presentations is to allow outside presenters don’t have to wait to get through Board business before their presentation. Mr. Sullard also suggested renaming Public Participation to Public Comment since the Board is not able to engage with them. Mr. Thorsland also suggested Public Input as the name for that section.

Mr. Wilson asked if they could clarify who is allowed to speak during public participation and with freedom of speech in mind Ms. Locke stated that “public” means anyone that is not on this governmental body. Ms. Jett also suggested adding language requesting that Department Heads do not use public participation as a time to speak about their office as they can be added to other sections of the agenda where the Board can engage with the Department Head. Ms. Fortado suggested creating a standard of decorum. Board members continued to discuss items that could be added to the standard of decorum.

D. Other Business

Ms. Jett reminded everyone that they will continue to have vacancies until they have additional revenue.

E. Chair's Report

Chair Stohr mentioned the Auditor and Treasurer reports. These reports are full of information but lack context. This is why it is really helpful for them to come to meetings and share information about their reports.

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

IX. A. 2a-h

X. Other Business

None

XI. Adjournment

Chair Locke adjourned the meeting at 7:46 p.m.