



**CHAMPAIGN COUNTY BOARD  
COMMITTEE OF THE WHOLE**

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

County of Champaign, Urbana, Illinois

Tuesday, March 11, 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 April 15, 2025

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

**Members Absent:** Samantha Carter, Carolyn Greer, and Daniel Wiggs

**Others Present:** Steve Summers (County Executive), Michelle Jett (Director of Administration), Dustin Heurman (Sheriff) 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 Mr. Wilson. Upon vote, the **MOTION CARRIED** unanimously.

**IV. Approval of Minutes**

A. February 11, 2025 – Regular Meeting

**MOTION** by Ms. Lokshin to approve the minutes of February 11, 2025; seconded by Ms. Rogers. Upon vote, the **MOTION CARRIED** unanimously.

**V. Public Participation**

None

**VI. Communications**

Mr. Farney thanked his fellow Board members for the kind words during his time of loss.

Ms. Lokshin mentioned the upcoming IHSA Basketball Tournament and the Special Olympics. She asked that everyone be gracious and patient with the increased traffic in town.

Mr. Stohr shared details of a speaking event regarding the HTEM Project.

Mr. Wilson wished everyone a Happy Purim, shared details of the meaning and what they are celebrating during Purim.

**VII. Finance**

A. Budget Amendments/Transfers

1. Budget Amendment BUA 2025/2/104

Fund 5081 Nursing Home / Dept 410 Administrative

Increased Appropriations: \$14,429.30

Increased Revenue: \$0

Reason: Appropriation of Nursing Home sale proceeds to cover outstanding invoices.

**MOTION** by Mr. Farney to recommend County Board approval of a resolution approving budget amendment BUA 2025/2/104; seconded by Mr. Thorsland. Discussion followed regarding the amount received from the sale of the nursing home. Upon vote, the **MOTION CARRIED** unanimously.

2. Budget Amendment BUA 2025/3/6

Fund 1080 General Corporate / Dept 140 Correctional Center

Increased Appropriations: \$150,000

Increased Revenue: \$0

Reason: Additional funds required for out of county boarding until the jail consolidation project is completed.

**MOTION** by Ms. Lokshin to recommend County Board approval of a resolution approving budget amendment BUA 2025/3/6; seconded by Mr. Sullard. Discussion followed about the timeline for completion of construction and how many inmates are currently being housed out-of-county. Upon vote, the **MOTION CARRIED** unanimously.

3. Budget Amendment BUA 2025/3/9

Fund 1080 General Corporate / Dept 140 Correctional Center

Increased Appropriations: \$18,021

Increased Revenue: \$18,021

Reason: Appropriation of grant funds from the Bureau of Justice Assistance.

**MOTION** by Mr. Esry to recommend County Board approval of a resolution approving budget amendment BUA 2025/3/9; seconded by Ms. Vanichtheeranont. Upon vote, the **MOTION CARRIED** unanimously.

4. Budget Amendment BUA 2025/3/10

Fund 2658 Jail Commissary / Dept 140 Correctional Center

Increased Appropriations: \$182,782

Increased Revenue: \$0

Reason: Pilot project for 24/7 inmate healthcare.

**MOTION** by Mr. Farney to recommend County Board approval of a resolution approving budget amendment BUA 2025/3/10; seconded by Ms. Lokshin. Board members discussed details of the program and commissary fund restrictions with the Sheriff. This fund would not be able to sustain this program long-term but current circumstances have made this pilot program possible for 2025. Upon vote, the **MOTION CARRIED** unanimously.

B. County Executive

1. Resolution Establishing the Reconciliation Fund

**MOTION** by Mr. Farney to recommend County Board approval of a resolution establishing the reconciliation fund; seconded by Mr. Esry. Mr. Farney asked some questions about clarifying the language in the resolution and Ms. Jett stated the current language has been approved by the State's Attorney's Office. Upon vote, the **MOTION CARRIED** unanimously.

C. County Clerk

1. Approval of Amendment to Predictable Fee Schedule for Recording Documents

**MOTION** by Ms. Vanichtheeranont to recommend County Board approval of an ordinance approving amendment to predictable fee schedule for recording documents; seconded by Ms. Lokshin. Mr. Farney asked if this changes any fees and Ms. Locke clarified that the only change is that state agencies must now pay full price for recording documents. Upon vote, the **MOTION CARRIED** unanimously.

D. Regional Planning Commission

1. Intergovernmental Agreement between County of Cook, Illinois and the Board of Trustees of the University of Illinois and County of Champaign, Illinois

**MOTION** by Ms. Vanichtheeranont to recommend County Board approval of a resolution approving intergovernmental agreement between County of Cook, Illinois and the Board of Trustees of the University of Illinois and County of Champaign, Illinois; seconded by Mr. Thorsland. Upon vote, the **MOTION CARRIED** unanimously.

2. Request from the Champaign County Regional Planning Commissioners regarding the County Audit Non-Compliance

Ms. Hanauer-Friedman stated this letter mentions RPC's extreme frustration with the late audit putting their funding in jeopardy. Ms. Locke read aloud the last few sentences of the memo stating that their request is very reasonable, and the County Board should consider the next item on the agenda as a step to prevent future service interruptions. Board members expressed their displeasure with the absence of the Auditor, who had stated he would be in attendance. Mr. Farney referenced a memo from the CEO of RPC on November 15<sup>th</sup>, and he wonders if all of the items listed in the memo have been addressed by the Auditor.

Mr. Wilson read aloud the concerns listed in the request from RPC and what services are impacted by the Auditor's non-compliance. He also asked what preventative measures the County Board can take to ensure this doesn't happen again. Ms. Fortado explained that the County Board approved a part-time position in the Treasurer's Office to take over the reconciliations, which will help with future audits. Ms. Hanauer-Friedman moved everyone to the next agenda item to discuss another option for preventing late audits.

1. Outside Auditor ACFR Preparation

Ms. Hanauer-Friedman stated they are very limited in what steps they can take to ensure the audit is not late in future years, but this is one item that they can implement. They have received an estimate from the external auditor on how much it would cost for them to prepare the ACFR in future years. This is actually a very common practice in other counties. The County spent approximately an additional \$62,000 for the extra work required this year. There is a one-time setup fee of \$49,000 and an annual fee of \$20,000.

Ms. Locke explained the requirement for the one-time setup fee and stated the employee that did the work this year will not be able to do it again next year. She also spoke to Auditor Danos who seemed agreeable to having an outside auditor prepare the ACFR going forward.

Mr. Esry asked when a decision needs to be made, and Ms. Hanauer-Friedman explained that the outside auditor would need to start preparing for it now. Ms. Vanichtheeranont asked why the County is paying an auditor if the outside auditor will be preparing the ACFR. Mr. Sullard wanted to ask the Auditor how he would use the additional time this will open up in his office. Mr. Farney, as a previous Champaign County Auditor, explained that there is still plenty of work that will need to be completed. Whether the department needs an elected official, is another discussion. He does believe this will free up time for the employees to focus on the daily work. He cautioned everyone that this is not a guaranteed fix because there are several other department heads who must provide information in a timely fashion for the ACFR to be done on time.

Mr. Wilson asked if the duties/responsibilities of the Auditor are being reduced, does that mean that the salary should also be reduced. Ms. Locke reminded him that the salary has been set by resolution, but they can take that into consideration the next time they set salaries. They took a straw poll, and everyone was in agreement with moving forward with having the outside auditor complete the ACFR each year.

E. Chair's Report

None

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

VII. A. 1-4, B. 1, C. 1, D. 1

**VIII. Policy, Personnel, & Appointments**

A. County Executive

1. Monthly HR Report – February 2025

Received and placed on file

2. Update General Personnel Policy to include a Tobacco Policy

**MOTION** by Ms. Locke to recommend County Board approval of an ordinance updating the general personnel policy to include a tobacco policy; seconded by Ms. Lokshin. Discussion followed with Ms. Jett. She explained that the personnel policy does not have anything about tobacco use at work. If approved, elected officials can use this same language in their own policies. Board members discussed the construction of smoking shelters and completely banning tobacco products on County property.

**MOTION** by Ms. Rodriguez to call the question; seconded by Ms. Locke. The Board did not vote on the motion to call the question but did move on to voting for the motion to approve recommendation of the Tobacco Policy.

Upon vote, the **MOTION CARRIED** unanimously.

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

a. Resolution Appointing Marcus Shaw to the Prairieview Cemetery Association, term ending 6/30/2026

**MOTION** by Mr. Thorsland to recommend County Board approval of a resolution appointing Marcus Shaw to the Prairieview Cemetery Association; seconded by Mr. Sexton. Upon vote, the **MOTION CARRIED** unanimously.

b. Currently vacant appointments – full list and information is available on the County’s website  
Information only

c. Applications for open appointments  
Information only – Mr. Stohr mentioned the upcoming vacancies for fire protection districts.

B. County Clerk  
1. Monthly Fee Reports – February 2025

Received and placed on file

C. County Board  
1. Appointments to the Carbon Sequestration Activities Task Force

Chair Locke asked that everyone let her know of anyone that would be interested in serving on this Task Force. She will provide her recommendation for appointment at the March County Board Meeting.

D. Other Business

None

E. Chair’s Report

None

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

VIII. A. 2, 3a

**IX. Justice and Social Services**

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

- Probation & Court Services – January 2025
- Public Defender – February 2025
- Emergency Management Agency – February 2025

Received and placed on file

B. Rosecrance Re-Entry Reports  
• Financial Report – January 2025  
• Program Report – January 2025

Information only – Ms. Rogers mentioned that staff from the Re-Entry program will be at the April Committee of the Whole.

C. Other Business

None

D. Chair's Report

None

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

None

X. Other Business

None

XI. Adjournment

Chair Locke adjourned the meeting at 7:58 p.m.