

## Minutes of the Executive Committee Meeting

The Executive Committee of the McLean County Board met on Tuesday, December 11, 2001 at 4:30 p.m. in Room 700, Law and Justice Center, 104 West Front Street, Bloomington, Illinois.

Members Present: Chairman Sweeney, Members Sommer, Sorensen, Salch, Bass, Gordon, Segobiano, Berglund

Members Absent: Member Pokorney

Other County Board Members Present: Members Rodman, Hoselton, Owens

Staff Present: Mr. John M. Zeunik, County Administrator; Mr. Terry Lindberg, Assistant County Administrator; Ms. Martha B. Ross, County Administrator's Assistant, County Administrator's Office

Department Heads/  
Elected Officials Present: Mr. Craig Nelson, Director, Information Services; Ms. Jackie Dozier, County Auditor; Mr. Charles Reynard, State's Attorney

Others Present: None

Chairman Sweeney called the meeting to order at 4:30 p.m. Chairman Sweeney presented the minutes of the November 13, 2001 meeting for approval.

Motion by Sommer/Bass to approve and place on file the minutes of the November 13, 2001 meeting. Motion carried.

The minutes of the November 13, 2001 meeting were approved and placed on file as presented.

Chairman Sweeney, Chairman of the Executive Committee, stated that there are seven reappointments upon which the Committee's advice and consent is sought.

Motion by Berglund/Salch to recommend approval of the Reappointments as presented by the Chairman.

Mr. Segobiano stated that Mr. Lee Klintworth, one of the proposed reappointees to the Emergency Telephone Systems Board ("ETSB") from Anchor, Illinois is unknown to him. He expressed reservation with regard to providing his advice and consent to the Chairman on the proposed reappointments to the ETSB. He cited difficulties experienced in the past with ETSB, and the problematic and lengthy process to achieve approval for the E-911 System to become

operational. He recommended that the Executive Committee assist the Chairman in setting standards of qualification for this particular board and that, perhaps, new appointees should be considered.

Mr. Zeunik remarked that, to his knowledge, Mr. Klintworth is an original member of the ETSB, who was appointed when the ETSB was created. Mr. Klintworth also serves as a Trustee on the Octavia Fire Protection District Board. He is retired from his employment in the Ridgeview School District.

Mr. Hoselton explained that Mr. Klintworth is well known to him and that he is very involved in the issues of his community. Additionally, Mr. Klintworth's wife serves as the Mayor for the Village of Anchor.

Mr. Segobiano again stated his reservation to provide a blanket approval for ETSB reappointees from the present board, in view of the fact that the ETSB has experienced a significant amount of adversity. He recommended that the Chairman consider appointing some new representatives to the Board in an attempt to alleviate further difficulties. He stated that he would vote Present on the motion.

Chairman Sweeney asked if there were any additional comments or questions. Hearing none, Chairman Sweeney called for a vote on the previous question.

Motion carried. Mr. Segobiano voted Present.

Chairman Sweeney presented the Ordinance Establishing County Board Meeting Dates for Calendar Year 2002.

Motion by Sommer/Bass to recommend approval of the Ordinance  
Establishing County Board Meeting Dates for Calendar Year 2002.

Mr. Owens thanked the Committee and the Board for agreeing to participate in the trial period of conducting County Board meetings in an evening session. That trial period occurred during August, September, and October 2001, with the full Board convening its meetings at 5:00 p.m. instead of the long-held custom of 9:00 a.m. The trial period of evening meetings had been suggested as a way by which the Board could make its meetings more accessible to County citizens and interested parties, and thus more responsive to its constituency.

Mr. Owens remarked that several people have commented to him that business such as the public hearings, which were held during the October and November Board meetings, would be more well-attended by members of the public if the meetings were held following the close of daily

business hours. He further remarked that many in his constituency would welcome more clearly accessible information on meeting dates and times for the County Board's Committees.

Mr. Segobiano commented that he has observed over the years that attendance at Board meetings is more likely to be issue driven rather than time driven. If issues to be decided are of sufficient significance, more citizens make it a priority to attend meetings, regardless of when the meetings occur.

Chairman Sweeney remarked that the majority of meetings regarding County Board issues and business are already conducted during evening hours. Mr. Bass noted that the Board makes every effort to be accessible and accommodating to the public.

Mr. Owens asked whether the Committee meeting dates and times are published for the benefit of the public. Mr. Sorensen commented that Committee meeting information is published prominently in the front section of The Pantagraph.

Mr. Gordon stated that even though much information is printed and made easily available to the public, many people may not have a clear understanding of what the Board's Committees are and what type of business they conduct. He further stated that a public hearing conducted during an evening time, when large numbers of citizens are present who may or may not have a clear understanding of the history and development of an issue, may apply pressure to the Board in its decision-making process. In so doing, a carefully crafted and considered issue may take on a completely different shape than what was originally intended. He expressed concern that such a case may prove detrimental to the public in the long run.

Mr. Hoselton noted that he received feedback from between 30-40 people regarding recent tax issues that were before the Board. However, no one was specifically interested in the time set aside for hearings on the issues.

Mr. Sorensen remarked that both viewpoints regarding the times set for Board meetings, subcommittee meetings, public hearings, and the like, have merit. In this year, the voters who might otherwise express grave concern that hearings on tax issues are not sufficiently accessible must remember that the largest increase in the tax rate was presented to the public via ballot in the last election. That issue was the increase in the tax levy to benefit the Cooperative Extension.

Mr. Sorensen further remarked that public hearing guidelines also include provision for citizens' written comments to be submitted and entered into the record, which is then considered by the Board. He noted that this is a viable method of communication for citizens who wish to participate in a public hearing, but who are unable to be physically present at the time of the

hearing. The Illinois Open Meetings Act provides sufficient methods for citizens to communicate with their elected representatives.

Chairman Sweeney called for a vote on the previous motion.

Motion carried.

Chairman Sweeney presented the Request for Approval of an Ordinance Establishing a Holiday Schedule for County Employees for Calendar Year 2002.

Motion by Gordon/Sommer to recommend approval of the Ordinance Establishing a Holiday Schedule for County Employees for Calendar Year 2002. Motion carried.

Chairman Sweeney presented the Proclamation Declaring Support of Enforcement of Applicable Local and State Provisions Regarding Youth Access to and Possession of Tobacco, which was submitted by the Health Department.

Motion by Sorensen/Salch to recommend approval of a Proclamation Declaring Support of Enforcement of Applicable Local and State Provisions Regarding Youth Access to and possession of Tobacco. Motion carried.

Mr. Craig Nelson, Director, Information Services Department, presented his request for approval of a Proposed Agreement between MSCI/Lason System, Inc. of Rantoul Illinois, and McLean County to provide microfilming and records management services. He explained that the approval of the County's Fiscal Year 2002 Recommended Budget dissolved the County's Records Management Department, which was under the auspices of the Information Services Department. MSCI/Lason, Inc. is a sole source provider of like services.

Mr. Nelson explained that the present contract agreement provides for records services which are still necessary to continue County business. He further explained that the agreement covers filming for departments funded by the General Fund and will be overseen by Information Services. Mr. Nelson noted that services to be provided to the offices of the Circuit Clerk and the County Recorder are to be handled in separate agreements overseen by those individual offices.

Motion by Sommer/Sorensen to recommend approval of a contract agreement between MSCI/Lason System, Inc. and McLean County to provide microfilming and records management services to McLean County. Motion carried.

Mr. Gene Salch, Chairman of the Property Committee, presented a Request for Approval of a Watercraft Lease Agreement with Illinois State University. The agreement provides for the County's lease of watercraft and related equipment from Illinois State University for use at the COMLARA Park facility.

Motion by Salch/Berglund to recommend approval of a Watercraft Lease Agreement with Illinois State University. Motion carried.

Mr. Matt Sorensen, Chairman of the Finance Committee, stated that the Committee had no items for action at this time. However, the Finance Committee will present to the full Board at its regular December meeting, a request for approval of the County's newly-updated Military Policy.

Mr. Gordon asked for further information on the Request for Approval of an Amendment to the Fiscal Year 2001 Full-Time Equivalent Position Resolution, which will be presented to the full Board on behalf of the Circuit Clerk's Office. Mr. Sorensen explained that the Circuit Clerk's Office has now reached the phase in the implementation of the Integrated Justice Information System which allows for real time information input into the system from the courtroom. A staff member from the Circuit Clerk's Office has been assigned to a high-volume courtroom and transacts the business as it pertains to the cases before the Court, in real time as the proceedings occur.

Mr. Sorensen stated that the pilot program consisted of only one courtroom, with one member of the Circuit Clerk's staff assigned to the real time records management. At this time, the project, having completed its pilot stage, is ready to move into the next phase of development. The real time recording of data will now be expanded to multiple courtrooms handling both felony and misdemeanor cases, and the pilot program operator has been asked to assume a supervisory role in order to coordinate this next stage of the program.

Mr. Sorensen further stated that there are no new staff positions requested in order to implement the next phase of the IJIS project. Rather, the pilot program operator's position will be deleted and the new job classification of first line supervisor will be created. The supervisor will then be charged with the responsibility of training and supervising the new real time courtroom IJIS operators, as the programs expands.

Mr. Zeunik clarified that the position currently held by the employee will be deleted. In its place will be the new supervisory position which is to be created. Therefore, the full-time complement of employees in the Circuit Clerk's Office will not be increased. He commented that the Circuit Clerk had previously asked for this change in positions in June 2001 and in her budget submissions for Fiscal Year 2002. At each of those times, a recommendation was not presented to the Oversight Committee because there was no commitment that the Beta test in the

courtroom would actually go forward. Further, there was no commitment on the part of the Circuit Court that it would allow expansion of the program beyond the limits of the Beta test. The Circuit Court has now rendered its support for the program.

Mr. Segobiano asked whether there would be an increase in the compensation made available for the proposed supervisory position. Mr. Zeunik responded that there would be an increase in compensation, due to the fact that the job classification would be elevated from an Office Support Specialist level to that of a first line supervisor in the Office Support category.

Mr. Segobiano asked where the funds would be obtained to support the increase in compensation. Mr. Zeunik responded that the funds would come from the Circuit Clerk's budget, Department 15.

Mr. George Gordon, Chairman of the Land Use and Development Committee, stated that the Committee had no items for action at this time. He noted that there will be two items presented to the full Board.

Mr. "Duffy" Bass, Chairman of the Transportation Committee, stated that the Committee had no items for action at this time. There will be a Stand-Up meeting scheduled immediately prior to the full Board meeting to consider bids for the stockpile of materials.

Mr. Joseph Sommer, Chairman of the Justice Committee, presented an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2001 Combined Annual Appropriation and Budget Ordinance, Sheriff's Forfeiture Fund 0155, County Sheriff 0029. He noted that this item would allow the purchase of in-car video cameras for Sheriff's Department squad cars.

Motion by Sommer/Salch to recommend approval of the Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2001 Combined Annual Appropriation and Budget Ordinance, Sheriff's Forfeiture Fund 0155, County Sheriff 0029. Motion carried.

Mr. Sommer introduced the request for approval of the Purchase of Fleet Vehicles for the Sheriff's Department by explaining that this was a routine request.

Motion by Sommer/Berglund to recommend approval of the Purchase of Fleet Vehicles for the Sheriff's Department.

Mr. Segobiano asked whether any monetary savings has been substantiated by obtaining white vehicles as opposed to other colors. Mr. Bass explained that he obtained information at a

National Association of County Officials (“NACO”) Annual Meeting indicating an approximate savings of \$800.00 per vehicle.

Mr. Segobiano asked whether such savings were germane to McLean County, or were they more generalized. Mr. Zeunik responded that he would need to research any proposed savings amount specific to McLean County. He noted, however, that all of the funding for vehicle purchases comes from the County Board’s budget. Therefore, the item appears for the Executive Committee’s consideration as well as for the Justice Committee.

Motion carried.

Mr. Sommer presented the request for approval of a Contract with Livingston County for Lease of Space in the McLean County Juvenile Detention Center. He noted that this item is actually the renewal of the contract for a one-year term, with no change in the contract amount.

Motion by Sommer/Bass to recommend approval of a Contract with Livingston County for Lease of Space in the McLean County Juvenile Detention Center. Motion carried.

Mr. Sommer presented the request for approval of Juvenile Accountability Incentive Block Grant for the Court Services Department. He noted that the amount of Federal funding originally requested was reduced from \$34,918.00 to \$14,218.00. The amount of local matching funds was also reduced from \$3,880.00 to \$1,580.00. The grant includes a combined Federal and match amount for the cost of equipment in the amount of \$15,798.00, reduced from \$38,798.00.

Motion by Sommer/Salch to recommend approval of a Juvenile Accountability Incentive Block Grant. Motion carried.

Mr. Sommer stated that there would be a substantial number of items presented by the Justice Committee to the full Board.

Mr. John Zeunik, County Administrator, announced that refunds for ticket purchases for the annual Employee Christmas Party may be obtained in the Administrator’s Office. The event has been canceled, due to sluggish ticket sales.

Mr. Salch stated that he had heard on the radio that there was a sum of money available for disbursement, but the report was not specific as to what the money was for and who might be eligible for reimbursement. Mr. Zeunik remarked that a Justice Agenda item may have been the source of the radio report. That item is a memorandum by Civil Assistant State’s Attorney Brian Hug regarding the status of the Barbara Bauer Restitution Fund.

Mr. Zeunik explained that the County filed an insurance claim and received settlement funds which are now reserved to pay restitution payments to anyone who can show that they were defrauded by the actions of Ms. Bauer. There still remains approximately \$110,000.00 in unclaimed funds in the account.

Mr. Zeunik explained that both the Justice Committee and the County Board must make a decision as to what to do with the remaining funds. One suggestion that has been made is that the County establish a Victim Assistance Fund. Victims of crime could then file a claim for some type of remuneration from the fund. Although the fund does not contain a large amount of money for this purpose, and may be soon exhausted, it would provide at least some assistance to those who file claims that are adjudicated to be legitimate.

Mr. Zeunik asked both Mr. Charles Reynard, McLean County State's Attorney, and Mr. Sommer to comment on this issue. Mr. Reynard remarked that the explanation of the Victim Assistance Fund is indeed accurate as it has been proposed. Mr. Sommer noted that the Justice Committee, in reviewing the available options, chose to support the idea of a Victim Assistance Fund which would receive claims from alleged victims. The other options proposed, upon close examination, proved to be too expensive in administrative costs. Such action would provide only minimal benefit to any claimants and/or alleged victims.

Mr. Zeunik stated that the Justice Committee instructed the State's Attorney's Office to closely examine the possibility of establishing a Victim Assistance Fund and develop a specific protocol, which it will present to the Justice Committee in the near future. The protocol will contain proposed guidelines for administration of the fund. The Justice Committee would then examine the information presented and, if appropriate, recommend approval. The issue would then be presented to the Executive Committee prior to presentation to the full Board.

Mr. Segobiano asked whether the Victim Assistance Fund, if approved, would not exceed the balance that is currently available. Mr. Zeunik confirmed that no additional monies would be added to the fund and that only the money currently in the fund would be available to pay claims.

Mr. Segobiano asked whether the establishment of a Victim Assistance Fund would create a liability for either the County Board or County government. Mr. Reynard responded that, in theory, the County could be sued under almost any pretense. However, there is no basis for a suit based upon the theory that a special fund was created and then exhausted without provision for replenishment. However, Mr. Reynard explained that there should be abundant clarification as to the limited character of the program.

Mr. Segobiano asked whether the Board could opt for utilizing the existing funds on a one-time expenditure, to be determined at a future date. Mr. Zeunik stated that this would not be recommended, given the circumstances. Mr. Sommer stated that one option briefly considered

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was the addition of staff dedicated to seeking out those who are entitled to receive restitution from the fund. However, it was thought that the administrative costs of running such a department would exhaust the fund balance before it could be disseminated.

Mr. Sommer stated that, after close examination, the Justice Committee elected to use the available funds in the most advantageous way until it is exhausted.

Chairman Sweeney presented the bills and transfers as recommended by the Auditor's Office for approval.

Motion by Salch/Sorensen to recommend approval of the bills and transfers as recommended by the Auditor's Office.  
Motion carried.

Mr. Owens announced that on Tuesday, December 18, 2001, a ribbon cutting ceremony to officially open the Mayor's Manor will take place. He invited all County Board members and other interested individuals to attend the ceremony, and tour the new facility.

There being no further business to come before the Committee, the meeting was adjourned at 5:07 p.m.

Respectfully submitted,

Martha B. Ross  
Recording Secretary