

**Judicial & Rules Committee Meeting
Tuesday February 27, 2018
5:00 P.M., Courthouse Annex, Room 319**

AGENDA

1. Call to Order and Roll Call
2. Adoption/Amendments to Agenda
3. Approval of Minutes – September 26, 2017
4. Audience Comments
5. Ordinance- Amendment to the Combined Annual Budget and Appropriation Ordinance for the State’s Attorney’s Office-VOCA Grant
6. Ordinance- Amendment to the Combined Annual Budget and Appropriation Ordinance for the State’s Attorney’s Office-VOCA Salary
7. Ordinance- Amendment to the Combined Annual Budget and Appropriation Ordinance for the State’s Attorney’s Office-Books and Periodicals
8. Executive Session:
 - A. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.
 - B. Pursuant to Open Meetings act 5 ILCS 120/2 (c) (6) The setting of a price for sale or lease of property owned by the public body.
 - C. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
9. Items of Information and Committee Concerns
10. Adjournment

Judicial & Rules Committee Meeting
Tuesday September 26, 2017
Courthouse Annex, Room 319, 5:00 PM

MINUTES

Agenda Items 1 - Call to Order and Roll Call

Adam Hart called the Judicial & Rules Committee of the Vermilion County Board to order at 5:00 PM., September 26, 2017 in the Courthouse Annex Room 319.

Upon the call of roll, the following members were present: Adam Hart, Larry Baughn, Tom Morse, Phearn Butler, and Robert Boyd were present. Nancy O'Kane and Deanna Witzel were excused. 5 present, 2 absent at roll call.

Also present were: Michael T. Marron, County Board Chairman, Dennis Gardner, Circuit Clerk, and Bill Donahue, Risk Consultant.

Agenda Item 2 - Adoption/Amendment to the Agenda

Hart asked if there were any changes/additions to the agenda. Motion to approve the agenda by Morse, second by Butler. Motion was carried by acclamation.

Agenda Item 3 - Approval of Minutes from August 22, 2017

A motion was made by Baughn, second by Boyd, to approve the minutes as presented. Motion was carried by acclamation.

Agenda Item 4 - Audience Comments

None

Agenda Item 5 – Ordinance Circuit Clerk Fees - Automation

The committee had previously approved an ordinance for review by the County Board concerning fees. That ordinance was never presented and is superseded by the one presented tonight. Dennis Gardner indicated that with rising costs of technology, particularly as related to the unified courthouse management program, the increased fee of \$25.00 was warranted. Tom Morse asked if the State would lower the fee to \$20.00 as was the concern previously. Gardner said it was unlikely but even so in the meantime several other circuit clerks were increasing the fee to \$25.00. Mike Marron added the bids were higher than expected and any revenue to help is good. Robert Boyd asked about maintenance fees Gardner had referred to as part of the cost of the courthouse management bid. Gardner explained that any new software program has an annual maintenance fee which is substantial here. A general discussion on the cost of technology followed.

Upon the call of roll, the following members voted yes, to-wit: Hart, Baughn, Butler, Morse, and Boyd. 5-yes 2-absent

Agenda Item 6 – Ordinance Circuit Clerk Fee – Document Storage

The comments as made under Agenda item 5 applied here as well. The cost of technology is increasing. Upon the call of roll, the following members voted yes, to-wit: Hart, Baughn, Butler, Morse, Boyd. 5-yes 2-absent

Agenda Item 7- Executive Session

None required

Agenda Items 7- Items of Information and Committee Concerns

Marron advised the Finance Personnel Committee would review the budget and levy at the next Finance Personnel Committee before presentation to the Board.

Agenda Item 9 – Adjournment

Committee Chairman Hart declared the meeting adjourned at 5:10 P.M.

Minutes by: Bill Donahue, Risk Consultant, County Board Office

DRAFT

ORDINANCE

**RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION
ORDINANCE FOR THE STATE’S ATTORNEY’S OFFICE**

WHEREAS, The State’s Attorney’s Office is in need of a budget amendment due to the implementation of a Federal grant to add to the victim/witness program; and

WHEREAS, to provide for the Federal grant, initial funds will be placed into the State’s Attorney’s revenue budget for the VOCA grant and later paid back to the general fund once the grant money is received. The salary line will be increased by the same amount to pay the salaries for victim advocates under the grant.

WHEREAS, the additional amount was not known at the time but is required now to maintain staffing consistent with the grant requirements; and

WHEREAS, the budget therefore needs to be amended to add the needed funds to the State’s Attorney’s Budget.

NOW, THEREFORE BE IT ORDAINED by the County Board of Vermilion County Illinois that the County Auditor be authorized and instructed to amend the budget for fiscal year 2017-2018 by appropriating the sum of \$72,487.00 as follows:

001.101.00.03425	Revenue-VOCA Grant	\$72,487.00
001.220.26.04101	Salary Personnel	\$72,487.00

And the totals be adjusted accordingly.

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at the March 13, 2018 A.D. Session.

This amendment takes two thirds majority for passage.

DATED this 13th day of March 2018 A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

ORDINANCE

**RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION
ORDINANCE FOR THE STATE’S ATTORNEY’S OFFICE - Line Transfer**

WHEREAS, the State’s Attorney’s Office is in need of a line item transfer to transfer funds from a general salary-personnel line to a dedicated grant salary line to isolated federal grant funds for victim services; and

WHEREAS, the State’s Attorney’s Office has funds in their Salary-Personnel line which can be transferred to the dedicated grant salary line; and,

WHEREAS, the budget therefore needs to be amended accordingly and this was not known when the budget was prepared, and thus was not included.

NOW, THEREFORE BE IT ORDAINED by the County Board of Vermilion County Illinois that the County Auditor be authorized and instructed to amend the budget for fiscal year 2017-2018 by transferring money in the amount as below to facilitate payment of salaries from the appropriate line.

001.220.00.04101	Salary Personnel	\$18,122.00
001.220.26.04101	VOCA Salary – Personnel	\$18,122.00

And the totals be adjusted accordingly.

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at the March 13, 2018 A.D. Session.

This amendment takes two thirds majority for passage.

DATED this 13th day of March 2018 A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

Request for Transfer
Fiscal Budget
2017 - 2018

Dept: State's Attorney's Office

Date: 02 - 07 - 2018

From: Salary Personnel - 001.220.00.04101

To: VOCA Salary Personnel - 001.220.26.04101

Line Item	Description	Line Item	Description	Amount
001 - 220 - 00 - 04101	Salary - Personnel	001 - 220 - 26 - 04101	VOCA Salary - Personnel	\$ 18,122.00
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$

NARRATIVE:

We are requesting to move \$18,122.00 from our regular Salary-Personnel line (001.220.00.04141) to the newly developed line item for the VOCA Grant we received for two more Victim/Witness Advocate positions (001.220.26.04101). Per the grant stipulations, we are required to provide a certain amount of money (\$18,122.00) to add to the amount they awarded us.

Department Head: 

Approved By:

_____ Committee

Finance Committee

Chairman

Chairman

Date: _____

Date: _____

ORDINANCE

**RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION
ORDINANCE FOR THE STATE’S ATTORNEY’S OFFICE - Line Transfer**

WHEREAS, the State’s Attorney’s Office is in need of a line item transfer to accommodate the increased costs of using the grand jury process; and

WHEREAS, the State’s Attorney’s Office has funds in their Books and Periodical’s line which can be transferred to Case Expense; and,

WHEREAS, the budget therefore needs to be amended accordingly and this was not known when the budget was prepared, and thus was not included.

NOW, THEREFORE BE IT ORDAINED by the County Board of Vermilion County Illinois that the County Auditor be authorized and instructed to amend the budget for fiscal year 2017-2018 by transferring money in the amount as below to facilitate payment of grand jury costs.

001.220.00.04213	Books and Periodicals	\$10,000.00
001.220.00.04366	Case Expense	\$10,000.00

And the totals be adjusted accordingly.

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at the March 13, 2018 A.D. Session.

This amendment takes two thirds majority for passage.

DATED this 13th day of March 2018 A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

Request for Transfer
Fiscal Budget
2018 - _____

Dept: State's Attorney's Office

Date: 01 - 31 - 2018

From: Books & Periodicals (04213)

To: Case Expense (04366)

Line Item	Description	Line Item	Description	Amount
001 - 220 - 00 - 04213	Books & Periodicals	001 - 220 - 00 - 04366	Case Expense	\$ 10,000.00
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$

NARRATIVE:

We would like to request to move \$10,000 from our Books and Periodicals line to our Case Expense line. With starting Grand Jury this year, we foresee our Case Expense budget being heavily effected by all of the transcripts from Grand Jury days.

Department Head 

Approved By:

_____ Committee

Chairman

Finance Committee

Chairman

Date: _____

Date: _____