

RESOLUTION 9-1

WHEREAS, Article V of Chapter 2.04.310 of the Sangamon County Code, set forth the structure of the standing committees of the Sangamon County Board;

WHEREAS, it has been thirteen (13) years since a resolution has been passed to amend the structure of the County Board committees;

WHEREAS, during this time, there have been a few restructuring changes for two standing committees and the addition of another standing committee;

WHEREAS, it is appropriate that Article V of Chapter 2 of the Sangamon County Code be amended to reflect the current structure of the county board standing committees;

NOW THEREFORE BE IT RESOLVED by the members of the Sangamon County Board this 13th day of March, 2012, that specific sections of Article V of Chapter 2 of the Sangamon County Code be amended to read as follows;

2.04.310 Standing Committees – Designated The standing committees of the board shall be as follows:

- A. Building, Grounds and Central Services
- B. Civil Liabilities
- C. Collective Bargaining
- D. Community Resources
- E. Court Services
- F. Election Oversight
- G. Employee Services
- H. Finance
- I. Jail
- J. Liquor
- K. OEM/911
- L. Public Health, Safety and Zoning
- M. Road and Bridge
- N. Solid Waste and Management Planning (SWAMP)

FILED

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Joe Aiello
Sangamon County Clerk

2.04.360 Organization, Minutes and Reports

B. The clerk of each committee shall file with the County Board office, a written report of the work the standing committee has covered in its meeting, including the date, place, purpose and record of those present. All reports will be kept on file permanently in the county board office.

2.04.380 Standing Committees – Duties Designated The standing committees of the Board shall have the following duties as set forth in the sections beginning with Section 2.04.390 and prior to Section 2.04.500.

2.04.390 Building, Grounds and Central Services – Powers and Duties Designated.

The Building, Grounds and Central Services Committee shall:

- A. Make all necessary repairs and maintenance to the county buildings and grounds;
- B. Make all repairs to the jail as directed and as need may arise;
- C. Oversee contractual and maintenance agreements for building equipment, such as elevators, fire alarms, heating and cooling, plumbing, lighting, printing, waste pick up, windows, roof, security equipment, telecommunications, mail, parking and the cafeteria vending machines;
- D. Oversee expenditures and hiring for the Recorder, Information Systems, Building, Grounds and Central Services Department;
- E. Oversee any revision to the Sangamon County Evacuation Plan.

2.04.395 Civil Liabilities Committer – Powers and Duties Designated

The Civil Liabilities Committee shall:

- A. Examine, approve or disapprove all claims against the county;
- B. Examine and pass upon all claims for board committee service and determine if committee members are in compliance with Sections 2.04.360 and 2.04.580 of this Code;
- C. Examine and pass upon all bonds required of the County officers or employees;
- D. Have general jurisdiction over all liability, legal matters of the county in consultation with the State’s Attorney
- E. Review and act upon any ethics issues brought before the committee by the appointed Ethics officer.

2.04.400 Collective Bargaining Committee – Powers and Duties Designated

The Collective Bargaining Committee shall:

- A. Be responsible for the process by which collective bargaining agreements are negotiated between the County, the elected officials and the labor organizations representing those County employees who are included in bargaining units;
- B. Participate in labor-management committee meetings on a regular basis with the representatives of the labor organizations which represent County employees;
- C. Investigate, hear and decide grievances filed by employees which allege violations of the collective bargaining agreements between the County and the labor organizations;
- D. Interpret, administer and generally oversee the contractual relationship between the County and the labor organizations, which represent the County employees;
- E. Occasionally meet with the county board chairman, the Finance, Employee Services and other county board committees to recommend appropriate policies of the county board regarding such matters;
- F. Otherwise carry out the policies and decisions of the County Board as they relate to the contracts existing or being negotiated between the County and the elected officials and the labor organizations representing county employees.

2.04.405 Community Resource Committee – Powers and Duties Designated

The Community Resource Committee shall supervise the administration of:

- A. The Rural Transportation Study Committee;

- B. Community Development Block Grant Funds;
- C. Low Income Energy Home Assistance Program;
- D. The Workforce Investment Act (WIA);
- E. Summer Youth Employment and Training Program;
- F. The Welfare to Work Program;
- G. The Community Service Block Grant;
- H. The home Weatherization Assistance Program
- I. Oversee expenditures and hiring for the department.

2.04.410 Court Services Committee – Powers and Duties Designated

The Court Services Committee shall supervise the administration of:

- A. All matters pertaining to courts and juries;
- B. All matters pertaining to the juvenile detention center;
- C. All matters pertaining to the Court Services Department for adult and juvenile probation;
- D. All expenditures and hiring matters pertaining to the Circuit Clerk, Court Services, and Public Defender’s offices.

2.04.415 Election Oversight Committee – Powers and Duties Designated

The Election Oversight Committee shall:

- A. Report on election precincts, election officials and polling places as may be necessary for an election;
- B. Assure that all political parties submit certificates giving true and complete listing of persons selected in each precinct to act as election judges;
- C. Prepare and submit to the board at the June meeting, a report recommending polling locations in county precincts;
- D. Oversee the expenditures and hiring in the County Clerk and Election offices.

2.04.420 Employee Services Committee – Powers and Duties Designated

The Employee Services Committee shall:

- A. Oversee all employee benefits programs;
- B. Oversee any revision to the Employee Handbook;
- C. Oversee the time management policy for all departments;
- D. Review any proposed insurance programs available to the county;
- E. Oversee tracking of county property in conjunction with the Auditor’s office;
- F. Oversee charitable giving program for county employees;
- G. Oversee the expenditures and hiring for the State’s Attorney and Veteran’s Affairs offices.

2.04.425 Finance Committee – Powers and Duties Designated

The Finance Committee shall:

- A. Have general jurisdiction over all matters pertaining to county finances;
- B. Act in an advisory capacity to the county auditor;
- C. Prepare an annual budget and tax levy for the county;

- D. Oversight of expenditures and hiring for the Auditor, Child Advocacy, County Board, Human Resources, Supervisor of Assessments, Regional Office of Education, Regional Planning and Treasurer's office.

2.04.426 Finance Committee Salary Setting Powers and Duty

The Finance Committee of the county board shall set the salary for the county elected officials no later than May, prior to their election in November, in the year of any general election for county officials. In establishing the new salary for county elected officials, the Finance Committee shall provide for the full four year term. Any such recommendation for a salary increase to county officials shall be presented to the county board prior to the annual June session of the Sangamon County Board, for their consideration.

2.04.430 – Jail Committee – Powers and Duties Designated

The Jail Committee shall:

- A. Authorize and purchase all necessary furniture, equipment, fixtures and supplies for the county jail;
- B. Make sure repairs are done in the jail as deemed necessary;
- C. Oversee the selection of the jail health care provider through the RFP process;
- D. Review the inspection results of the county jail in order to maintain a clean and healthy environment for inmates pursuant to the health codes;
- E. Oversight of expenditures and hiring for the Sheriff's Department and Coroner's office.

2.04.435 Liquor Committee – Powers and Duties Designated

The Liquor Committee shall:

- A. Approve all liquor licenses pursuant to Chapter 5.04 of this Code;
- B. Work in conjunction with the board chairman in his/her capacity as Liquor Control Commissioner and shall act as the Liquor Commission of the county pursuant to Statute.

2.04.436 – OEM/911 Committee – Powers and Duties Designated

The OEM/911 Committee shall:

- A. Have oversight of expenditures and hiring for the Sangamon County Office of Emergency Management (OEM) and Sangamon County Emergency Telephone System Department (ETSD);
- B. Work with local fire and police departments to maintain a radio system that all agencies can use to communicate during emergencies;
- C. Monitor incoming and outgoing dispatch call reports to keep errors from occurring.

2.04.440 Public Health, Safety and Zoning Committee – Powers and Duties Designated

The Public Health, Safety and Zoning Committee shall:

- A. Have jurisdiction over all matters pertaining to County planning, zoning, and subdivision, except in matters related to highways, roads and bridges;
- B. Work with the Sangamon County Regional Planning Commission and report such activities to the board at the June meeting;

- C. Perform functions relating to subdivision regulations as prescribed in the Sangamon County Subdivision Ordinance, as amended;
- D. Have oversight of expenditures and hiring approved by the Board of Health for the Public Health Department;
- E. Have oversight of expenditures and hiring for the Zoning Department;
- F. Perform all other functions in the areas of planning and zoning as may be authorized by law.

2.04.445 Road and Bridge Committee – Powers and Duties Designated

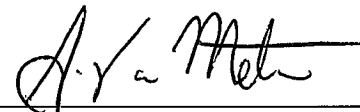
The Road and bridge Committee shall:

- A. Have jurisdiction over all matters pertaining to roads and bridges within the County, consider all petitions relating thereto and make recommendations to the Board;
- B. Consider and recommend to the Board, township resolutions requesting County assistance on bridge and road matters;
- C. Supervise expenditures from the County Road and Bridge Fund and the the county's share of the Motor Fuel tax;
- D. Let contracts pertaining to road and bridge work, inspect work in progress and accept or reject said work according to pre-described specifications in the contract therefore;
- E. Shall not contractually obligate the County for any costs for road or bridge work with any township, if the lowest and best bid is less than an amount that could be raised by taxation by such township for such purposed.

2.04.447 – Solid Waste Management and Planning Committee – Powers and Duties Designated

The Solid Waste Management Planning Committee shall:

- A. Be responsible for developing a Solid Waste Management Plan for Sangamon County in accordance with the directions of the Illinois Public Act 85-1198;
- B. Consider and award grant requests from villages for the purpose of recycling;
- C. Work with the Sangamon County Department of Public Health in the oversight of the County Solid Waste Plan and enforcement of solid waste laws, rules and regulations.



COUNTY BOARD CHAIRMAN