

Minutes of the Executive Committee Meeting

The Executive Committee of the McLean County Board met on Tuesday, April 14, 2020 at 4:30 p.m. in Room 404, Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Chairman John McIntyre (Present), Members Jim Soeldner, George Gordon, William Caisley, Chuck Erickson, Susan Schafer, Laurie Wollrab Catherine Metsker and Josh Barnett (Members Via Remote Attendance)

Members Absent: None

Other Board Members Present: None

Staff Present: Camille Rodriguez, County Administrator; Cathy Dreyer Assistant County Administrator, Jessica Woods, Assistant State's Attorney – Civil Division (via remote attendance);

Department Heads/

Elected Officials Present: Mr. Donald Knapp, State's Attorney, Ms. Rebecca McNeil, McLean County Treasurer; Mr. Craig Nelson, Information Technologies Director

Others Present: Mr. Patrick Hoban, Director of the Bloomington Normal Economic Development Council, Ms. Karen Zangerle, Director of PATH

Chairman McIntyre called to order a meeting of the Executive Committee at 4:30 p.m. and declared a quorum.

Chairman McIntyre presented the minutes from the February 18, 2020 and March 11, 2020 special meetings and the March 10, 2020 regular meeting of the Executive Committee for approval.

Motion by Caisley/Wollrab to approve the minutes from February 18, 2020 and March 11, 2020 special meetings and the March 10, 2020 regular meeting of the Executive Committee

Motion Carried. Ms. Metsker abstained from voting on the March 11, 2020 meeting.

Chairman McIntyre confirmed there were no members of the public or employees to appear before the Committee.

Chairman McIntyre presented appointments and reappointments for approval.

Motion by Metsker/Schafer to recommend approval of the reappointments.

Motion Carried.

Mr. McIntyre presented for action a request to approve the renewal of agreement with Seamless Docs for the Information Technologies Department. Ms. Metsker asked if Mr. Nelson had done a cost benefit analysis. Mr. Nelson indicated that he had not done a cost benefit analysis. He stated that forms were drafted to help with time savings and paper forms.

Motion by Soeldner/Barnett to recommend approval of the renewal of agreement with Seamless Docs.

Motion Carried

Mr. George Gordon, Chairman of the Justice Committee presented for action a request to approve an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2019 Combined Appropriation for Departments under the Justice Committee's purview. Mr. Caisley questioned the Metcom expenses and the matter was tabled to stand up so Staff could provide more information.

Motion by Gordon/ Soeldner to recommend approval of Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2019 Combined Appropriation for Departments under the Justice Committee's purview.

Motion was tabled to stand up on April 21, 2020.

Mr. George Gordon, Chairman of the Justice Committee presented for action a request to approve an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2019 Combined Appropriation and Budget Ordinance for General Fund 0001, Department 0029.

Motion by Gordon/Schafer to recommend approval of Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2019 Combined Appropriation and Budget Ordinance for General Fund 0001, Department 0029.

Motion Carried.

Mr. Gordon presented for action a request to approve a BJA CAT Grant Agreement with the National Center for State Courts. Mr. Caisley asked that the word Commonwealth be changed to State in XVI paragraph. Committee agreed.

Motion by Gordon/Wollrab to recommend approval of a BJA CAT Grant Agreement with the National Center for State Courts.

Motion Carried.

Mr. Gordon indicated the Justice Committee had no further items for action today but would have additional items for the Board next week. Chairman McIntyre asked if there were any questions, hearing none, he thanked him.

Mr. Soeldner, Chairman of the Finance Committee presented for action a request to approve the 2019 Purchase Order Budget Ordinance and 2020 Purchase Order Budget Ordinance.

Motion by Soeldner/Caisley to recommend approval of 2019 Purchase Order Budget Ordinance and 2020 Purchase Order Budget Ordinance.

Motion Carried.

Mr. Soeldner, Chairman of the Finance Committee presented for action a request to approve Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2019 Combined Annual Appropriation.

Motion by Soeldner/Metsker to recommend approval of Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2019 Combined Annual Appropriation
Motion Carried.

Mr. Soeldner, Chairman of the Finance Committee presented for action a request to approve an Ordinance by the McLean County Board Amending the McLean County Code. Specifically, Chapter 108 Personnel Policies and Procedure, Article V Position Classification Plan and Pay Plan: Section 46-Overtime Payments.

Motion by Soeldner/Caisley to recommend approval of an Ordinance by the McLean County Board Amending the McLean County Code. Specifically, Chapter 108 Personnel Policies and Procedure, Article V Position Classification Plan and Pay Plan: Section 46-Overtime Payments.
Motion Carried.

Mr. Soeldner, Chairman of the Finance Committee presented for action a request to approve a Resolution Postponing Delinquency Date Interest for the First Installment 2019 (Payable 2020) Property Tax Payments 51-52 Pursuant to 35 ILCS 200/21-40(C)(1)(B). Mr. Soeldner indicated Finance had discussed this thoroughly but would be happy to answer questions. Mr. Erickson stated he wanted it on the record that we would be able to extend or make changes to the September payment due date. Mr. McIntyre confirmed they could do that.

Motion by Soeldner/Barnett to recommend approval of a Resolution Postponing Delinquency Date Interest for the First Installment 2019 (Payable 2020) Property Tax Payments 51-52 Pursuant to 35 ILCS 200/21-40(C)(1)(B).
Motion Carried.

(14:39) Mr. Soeldner, Chairman of the Finance Committee presented for action a request to approve amendments to the McLean County Targeted Development Loan Program in response to COVID-19 impact. Ms. Schafer asked them to confirm that proposal is the last two columns of the chart with EDC recommendations at the top. Mr. Hoban confirmed. Mr. Gordon asked for clarification on proposal coming forward from the Finance Committee. Mr. Soeldner indicated the Finance Committee agreed on the EDC columns. Mr. Hoban confirmed. Mr. Barnett agreed with Mr. Soeldner in that committee endorsed two columns on the right and asked Mr. Hoban to summarize plan. (22:00) Mr. Hoban provided a summary of the program which would offer both a bridge loan and a recovery loan. Mr. Erickson asked them to confirm we changed definition of eligible businesses to included businesses such as flower shops and restaurants and not just manufacturers. Mr. Hoban confirmed that small businesses such as flower shops would be assisted, and commercial wording was to focus on businesses that were not home-based businesses. Mr. Erickson stated he supported getting these funds to small

businesses that are in need now. Ms. Metsker asked about case by case for rural partners and if that would include agricultural tourism. Ms. Rodriguez indicated she updated chart to try to include more of the rural businesses not in an incorporated area. Mr. Soeldner indicated Ms. Rodriguez was correct in how she changed wording so to cover small businesses.

Ms. Schafer asked about recovery guide and if that had been distributed and response. Mr. Hoban indicated they were distributing and making phone calls and it had been well received. Mr. McIntyre asked him to confirm it had been distributed to rural areas. Mr. Hoban confirmed. Ms. Wollrab asked if there is a back log in requests for federal loan programs. Mr. Hoban confirmed. Ms. Wollrab stated she did not feel this loan program should be contingent on them not getting funding through federal program as it could be a while before they get federal or state funding. She further indicated she thought Finance Committee had wanted this program to focus on the very small businesses. Mr. Hoban indicated the Committee did not want the business to have to be rejected first, so just need a letter from bank or program indicating that they are in line or trying to get other assistance. He said they are looking at businesses that have few than 50 employees which would cover very small businesses. Ms. Schafer liked idea of making this flexible so that if we find businesses need more funding in one or the other program then we could make that adjustment. Mr. Hoban confirmed. Mr. McIntyre asked him to confirm loan program percentage and Mr. Hoban confirmed we cover percentage as they have loans to cover the remaining part. Mr. Gordon asked if EDC would be tracking this program. Mr. Hoban confirmed. Mr. Gordon asked about collateral and Mr. Soeldner confirmed it was part of the program.

Mr. Erickson said Board has been trying to decide what to do with this fund for years and this is a great way to utilize and thanked Mr. Hoban for his assistance. Mr. Gordon asked about process time. Mr. Hoban indicated that previously it was 60 days, and this proposed 20 days (not businesses days). Mr. Gordon stated he agreed with getting funds to the small businesses as soon as possible. Ms. Wollrab asked them to change reports from 3 years historic to 1 year. Mr. Barnett said he would be open to changing it to 1-3 years based on time the business has been in place and give the EDC discretion on that requirement. Ms. Schafer concurred with Mr. Barnett. Mr. Soeldner reminded them that this is not a grant and we hopefully will have total funds back when this is done. Ms. Metsker stated she would like to make a motion to amend instead of having a stand up. Committee agreed. Mr. Barnett also asked that wording "at the discretion of the EDC" be added. Ms. Metsker agreed. Mr. Erickson said that many stated this is a loan program and not a grant program but felt we needed to get this out there to help and if we do not get all funds back that could be dealt with that later. Ms. Metsker thanked Mr. Hoban and his staff. Mr. McIntyre concurred.

Motion by Metsker/Erickson to Amend to Income Cash Flow and Balance Sheet requirements from 3 years to 1-3 years at the discretion of the EDC.
Motion carried.

Motion by Soeldner/Barnett to recommend approval of amendments to the McLean County Targeted Development Loan Program in response to COVID-19 impact. As Amended
Motion Carried.

Executive Committee Minutes

April 14, 2020

Page 5 of 9

Mr. Soeldner indicated they had nothing further for the Committee today but would have additional items for the Board next week. Chairman McIntyre asked if there were any questions for Mr. Soeldner, hearing none he thanked him.

Ms. Susan Schafer, Chairman of the Health Committee presented for action a request to approve an Emergency Appropriation Ordinance amending the McLean County Fiscal Year 2019 Combined Annual Appropriation for departments under the purview of the Health Committee.

Motion by Schafer/Gordon to recommend approval of an Emergency Appropriation Ordinance amending the McLean County Fiscal Year 2019 Combined Annual Appropriation for departments under the purview of the Health Committee.
Motion Carried.

Ms. Schafer indicated they had nothing further for action today or for the Board next week. Chairman McIntyre asked if there were any questions, hearing none, he thanked her.

Mr. Chuck Erickson, Chairman of the Land Use and Development Committee indicated they had no items for today nor for the Board next week. Chairman McIntyre asked if the Committee had any questions, hearing none, he thanked him.

Mr. William Caisley, Chairman of the Transportation Committee presented for action a request to approve the Illinois Department of Transportation (IDOT) FY 2021 Section 5311 Formula Application for Rural Areas Operating Assistance; the IDOT FY 2021 Downstate Operating Assistance Program (DOAP) Application for Rural Areas; the Purchase of Service Agreement between McLean County and SHOW BUS for Rural Public Transportation in FY 2021; and the revised Vehicle Lease Agreement between McLean County and SHOW BUS. He indicated these are all for Show Bus and are annual documents that have not changed from the previous year.

Motion by Caisley/Gordon to recommend approval of Illinois Department of Transportation (IDOT) FY 2021 Section 5311 Formula Application for Rural Areas Operating Assistance; the IDOT FY 2021 Downstate Operating Assistance Program (DOAP) Application for Rural Areas; the Purchase of Service Agreement between McLean County and SHOW BUS for Rural Public Transportation in FY 2021; and the revised Vehicle Lease Agreement between McLean County and SHOW BUS.
Motion Carried.

Mr. Caisley presented for action a request to approve an Emergency Appropriation Ordinance – McLean County Highway Fund 0120.

Motion by Caisley/Wollrab to recommend approval of an Emergency Appropriation Ordinance – McLean County Highway Fund 0120 for bike trail improvement and road work on roads utilized for windfarms.
Motion Carried.

Mr. Caisley indicated they had nothing further for the Committee today but would have items for the Board next week. Chairman McIntyre asked if there were any questions, hearing none, he thanked him.

Mr. Josh Barnett, Chairman of the Property Committee indicated he had no action items for the Committee or for the Board next week. Chairman McIntyre asked if there were any questions; hearing none, he thanked him.

Ms. Camille Rodriguez, County Administrator presented for action a request to approve an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2019 Combined Annual Appropriation for departments under the purview of the Executive Committee. Ms. Schafer asked about the software license agreement funds. Ms. Rodriguez indicated they did not need to utilize funding for electronic medical record system in jail medical and so moved to staffing that had been incorrectly budgeted.

Motion by Soeldner/Schafer to recommend approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2019 Combined Annual Appropriation for departments under the purview of the Executive Committee.

Motion Carried.

Ms. Rodriguez presented the general employment activity report. Chairman asked if there were any questions, hearing none he thanked her.

Chairman McIntyre presented for approval bills in the amount of \$1,825.11 for Regional Planning

MCLEAN COUNTY BOARD COMMITTEE REPORT

PAGE 1 OF 2

AS OF 3/30/2020

EXPENDITURE SUMMARY BY FUND

Regional Planning

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0010	Regional Planning		\$1,825.11	\$1,825.11
			\$1,825.11	\$1,825.11



COMMITTEE CHAIRMAN

Motion by Barnett/Gordon to approve payment of the general fund, shared sales tax, veterans and vending machine account invoices.

Motion Carried.

Chairman McIntyre presented for approval bills in the amount of \$209,073.18 for the general fund, shared sales tax, veterans and waste management account.

MCLEAN COUNTY BOARD COMMITTEE REPORT

AS OF 3/30/2020

EXPENDITURE SUMMARY BY FUND

Executive Committee

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0001	GENERAL FUND		\$171,522.67	\$171,522.67
0007	Shared Sales Tax/Municipalities		\$4,299.28	\$4,299.28
0136	VETERANS ASSISTANCE COMM.		\$2,128.23	\$2,128.23
0159	WASTE MANAGEMENT FUND		\$31,123.00	\$31,123.00
			<hr/>	
			\$209,073.18	\$209,073.18



COMMITTEE CHAIRMAN

Motion by Wollrab/Caisley to approve payment of the general fund, shared sales tax, veterans and vending machine account invoices.

Motion Carried.

Under Other Business (1:02:40) Chairman McIntyre provided an update to the Executive Committee of the history of events since the signing of a County declaration of emergency on March 20th. He went over Emergency Operations Center, policy group and Joint Information Center including who those groups entailed and general information they discuss each week. He also discussed Emergency Management Association and conferences where needs and plans are discussed. He indicated Health Department does press conferences and Facebook live updates. He went over meetings he had been taking part in to assist staff while they worked on human resource and operations matters. He also indicated he had been making calls to state and federal representatives about assistance. He stated many schools and churches and the United Way are working with Regional Office of Education to assist with delivery of food for those who qualify for free and reduce meals.

Mr. McIntyre indicated that he had asked Ms. Karen Zangerle to attend to discuss alternate housing for homeless and other housing assistance options but first provided some data to the Committee. He stated that at the end of January there were 27 homeless and at this time it has been reported by Path that there is less than 10. Mr. McIntyre indicated that shelters have taken homeless in, some have taken individuals to testing site and so at this time there is not an issue with lack of beds or anyone testing positive. He indicated that three alternate sites already in place including one hotel site for isolation, another hotel site for quarantine and third school site which would be set up for isolation if we need, but we have not needed to use those at this time. He also reported that jail has capacity for over 400 and has 150 inmates so room for isolation of inmate should the need arise. He said McLean County Nursing Home has taken precautions and has no current cases and there are no medical problems at our JDC either. He also stated he made calls and there is not a consistent need for housing. He said there have not been problems with rent and there are federal programs in place but cautioned we

might have issues at the end of the month. He stated that face to face services had been changed for social services. Mr. McIntyre also went over chart with HUD funding.

1:26:20 Mr. McIntyre asked Ms. Karen Zangerle to speak to need for rental and housing assistance and calls they have received. She indicated the County has about 175 homeless that they do have beds in the county for them and several funding sources (7 local funding sources) to place them in hotels. She indicated there is federal funding to transport, give them a place to stay and feed them until they can get into a shelter. She indicated the shelters are doing well putting in place preventative measures. Ms. Zangerle said there are about 10 homeless on a wait list for permanent housing. She indicated they get funding from HUD, which is federal funding, they get state funding and get some funds from City of Bloomington and Town of Normal to assist with homelessness. She indicated they have not had to come to the County for funding for homeless but did come to County for assistance with mental health needs which is being used to help with underlying causes of homeless. She indicated calls have come in for assistance with rent money. She indicated that group received federal PATH money to assist with rent and they are working with group to determine the best ways to disburse funds and save individuals from homelessness.

Mr. Soeldner asked if she was putting this information out to the public as he gets calls about a need for assistance with housing. Ms. Zangerle indicated they do not usually talk to the public about these things but could work to get this information out. Ms. Wollrab indicated that she was also getting emails and calls about helping people and those individuals talk about a large need, but what she is hearing is that we have system in place, and we are assisting those individuals. Ms. Zangerle indicated they work with HUD and other organizations to know the numbers in need. She indicated people do not realize we have less than 200 homeless in our community as they see and hear of large numbers in cities such as LA and Seattle and think we must have the same numbers here but that is not the case. Ms. Wollrab asked if the 10 still homeless are ones that do not want assistance. Ms. Zangerle indicated some are sexual predators, some banned from shelters for past violence or drugs being brought into the shelter but there is one individual that does refuse assistance, but they are working to get those 10 into permanent housing.

(1:35:55) Mr. McIntyre asked if we would see more need for rent assistance at the end of the month from those who have lost jobs. Ms. Zangerle clarified there is difference between homeless and prevention of homeless. She indicated federal funding is coming down to assist with those who need assistance with rent and mortgages and that funding should help them assist a number of individuals. Ms. Schafer asked a question about grant funding. Ms. Zangerle confirmed they are writing EFC grants to get funding so will see funding coming to Bloomington and Normal. Ms. Schafer asked about calls for assistance to pay mortgages. Ms. Zangerle indicated those who have spent their life in poverty know where to go for help, but this situation has created a new population who has never been reliant on outside help, so we are working on ways to get information to that sector. She indicated it is hard as they have no marketing budget for social services but hoping to get information out through the media.

Mr. Erickson went over foreclosure law, and how he has assured individuals that there is more time and they should not worry about missing one payment. He also indicated that they can't

get into the court to enter eviction notices so there is time for renters as well. Ms. Zangerle indicated they do let people know about their rights and try to comfort people with this information. Mr. Gordon indicated he had heard there was a problem in shelters with population density. Ms. Zangerle indicated residents have taken on task of sanitizing, taking temperature, etc. to keep environment safe. She indicated mitigation policies are in place and we have money to assist with quarantine if someone is found to be positive. Mr. Gordon asked her to confirm that if individuals had concerns about housing and homelessness, they should contact PATH. Ms. Zangerle confirmed doorway to homelessness.

1:46:37 Mr. McIntyre went on to discuss possible economic impact on the County. He indicated that the direct impact is having money for current needs and right now we have funds. He stated that while we rely on sales tax that might affect us later, property tax will be collected, and we have not had a lot of COVID expenses so far. He stated that we have not had to put in place a freeze on hiring and that staff are looking at options for capital expenses. He said indirect impact may be that State and Federal government is spending a lot of money so we are not sure how that will affect grants and reimbursements we receive. He indicated Staff is keeping an eye on the situation. Mr. McIntyre stated there are groups who want to assist and have questions about what the County is doing, and he hoped some of those questions had been answered. He said there are so many areas and we are working very hard to address all matters.

Ms. Schafer indicated triage has expanded hours and wonder if that meant they are assisting more individuals. Ms. Zangerle indicated they are glad to have triage center especially during this time to help with those who are stressed beyond limits and feel isolated. She indicated Triage staff are helping in numerous ways. Ms. Wollrab asked about helping Ms. Zangerle getting her information out to the community including our website.

Mr. McIntyre indicated that group that started mental health forum years ago discussed a theme and came up "we are all in this together". He stated that they never imagined how much that statement would mean as we all try to work together through this situation. He thanked everyone for their time

Chairman McIntyre asked everyone to stay health and safe and adjourned the Executive Committee meeting at 6:25 p.m.

Respectfully Submitted,

Julie A. Morlock

Julie Morlock
Recording Secretary