

**Judicial & Rules Committee Meeting
Tuesday September 26, 2017
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 – August 22, 2017
4. Audience Comments
5. Ordinance- Circuit Clerk Fees-Automation Fee
6. Ordinance- Circuit Clerk Fees-Document Storage
7. 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.
8. Items of Information and Committee Concerns
9. Adjournment

Judicial & Rules Committee Meeting
Tuesday August 22, 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 5:01 PM., August 22, 2017 in the Courthouse Annex Room 319.

Upon the call of roll, the following members were present: Adam Hart, Larry Baughn, Robert Boyd, Phearn Butler, and Nancy O'Kane were present. Tom Morse was excused. 5 present, 2 absent at roll call. Deanna Witzel arrived at 5:03.

Also present were: Denny Gardner- Circuit Clerk, Judge Craig DeArmond, Judge Thomas O'Shaughnessy, Alexander Wakeland-Judicial & Rules, Thomas Gregory- Probation, Bill Donahue- Risk Consultant, Jennifer Jenkins - Administrative Assistant, & Norman Anglin- County Board Receptionist.

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 Baughn, second by O'Kane. Motion was carried by acclamation.

Agenda Item 3 - Approval of Minutes from July 25, 2017

A motion was made by O'Kane, second by Butler, to approve the minutes as presented. Upon the call of roll, the following members yes to wit: Hart, Baughn, Boyd, Butler, and O'Kane. 5-yes 2-absent.

Agenda Item 4 - Audience Comments

None

Agenda Item 5 – Budget-Probation

Tom Gregory presented his budget to the committee.

Gregory essentially has 3 budgets; the General Fund, Probation Service Fund, and the Electronic Monitoring budget. The revenue on electronic monitoring anticipated for next year is \$40,000.00. The Probation Fee budget revenue is \$160,000.00. This is based on where he is currently at now. He is anticipating on state money to come in soon.

The expenditures for the General Fund is for salary for himself and 29 staff members.

The expenditures for the Probation Service Fund which are used to run the department. This year \$21,000.00 has been added in salary reimbursement , this comes from the last contractual bargaining unit increase of 3%.

The Electronic Monitoring budget expenditures is larger than what it has been in the past due to travel expenses in driving youth to destinations for substance abuse and mental health treatment. The plan is to get an S.U.V. that is all wheel drive. This is to ensure safety for employees and transports.

The excess vehicle will go to the State's Attorney's office for their use.

Motion by Baughn, Second by Witzel to approve the Probation Budget presented.

Upon the call of roll, the following members yes to wit: Hart, Baughn, Boyd, Butler, O'Kane, and Witzel.

6-yes 1-absent.

Agenda Item 6 – Budget- Court Administration

Judge DeArmond thanked the committee for their current and past support. He will be handing over his duties to Judge O'Shaughnessy.

Alexander Wakeland handed out a short summary of the expenditures. Wakeland explained to the committee that the only increase on his budget would be for salary increases and an additional increase in telephone line. This is due to an increase from the phone service vendor. He also addressed the decrease in the petit jury. This is due to a decrease in pay to the jurors. This was decreased by \$25,000.00 however this has been moved to the grand jury line item. They are anticipating in bringing in a grand jury once or twice a month.

The Court Security Fee Fund pays for the bailiffs. There are currently 9 Bailiffs and 3 Court Security personnel. The hourly rate for the bailiffs has increased to \$10.95 and the courthouse security officers has increased to \$15.00 from \$10.95 an hour. This is a drastic increase. There are two officers that are 40 hours a week work week. They are asking that this line be increased by \$28,000.00.

Motion by Baughn, second by Boyd to approve the budget presented.

Upon the call of roll, the following members yes to wit: Hart, Baughn, Boyd, Butler, O'Kane, and Witzel. 6-yes 1-absent.

Agenda Items 7- Ordinance- Circuit Clerk Fees-Automation Fee

Denny Gardner explained that there can be a charge up to \$25.00 per case. The automation fund is used for is computer systems, software, programs, anything computer related, etc.

With new programs that are being looked into this has been changed to \$20.00 because the legislature is also looking at another proposal of reducing the bonds when people do go to jail. The state will eventually cap this fee at \$20.00 so it was determined by Gardner to go ahead and go to the \$20.00 fee instead of going to \$25.00 and then having to drop this amount back down. We currently charge \$15.00.

Motion by Witzel, second by Butler to approve the ordinance as presented.

Upon the call of roll, the following members yes to wit: Hart, Baughn, Boyd, Butler, O'Kane, and Witzel. 6-yes 1-absent.

Agenda Items 8- Ordinance-Circuit Clerk Fees-Document Storage

Denny Gardner advised the committee that the document storage is basically the same concept as above. Same fees, etc.

The numbers have decreased in the last few years regarding tickets and such.

With that, the revenue decreases as well.

This will help keep computers, storage systems, etc. up to date.

Motion by Witzel, second by Baughn to approve the ordinance as presented.

Upon the call of roll, the following members yes to wit: Hart, Baughn, Boyd, Butler, O'Kane, and Witzel. 6-yes 1-absent.

Agenda Item 9- Items of Information and Committee Concerns

Marron shared that the Treasurer's office received notice that our Personal Property Replacement Tax is going to be cut by up to 25%. This could mean a reduction in revenue of about \$300,000.00.

We have looked over the preliminary deed to the Federal Courthouse and we have sent it back to the GSA with a minor change and also there are still a few things to work out with the Illinois Historic Preservation Society. We are also looking into some parking. There have been preliminary talks with the Mayor.

Agenda Item 10 – Executive Session

Not needed.

Agenda Item 11- Adjournment

Committee Chairman Hart declared the meeting adjourned at 5:43 P.M.

Minutes by: Jennifer Jenkins, Administrative Assistant

DRAFT

ORDINANCE

RE: Circuit Clerk Fees – Automation Fee

WHEREAS, 705 ILCS 105/27.3a provides that the statutory Circuit Clerk fees may set for purposes of maintaining automated record keeping systems; and

WHEREAS, the base fee set out in Section 1 of the cited statute may not exceed twenty-five (\$25.00) dollars; and

WHEREAS, the Circuit Clerk has recommended that the fee be re-set to twenty-five dollars (\$25.00); and

WHEREAS, said fee will support the efforts to store court automate record keeping systems and is separate from any other fee set out in this statute in other sections, and is necessary for the operation of the court system.

NOW, THEREFORE, BE IT ORDAINED that the automation fee be set at twenty five dollars (\$25.00) to be charged and collected by the clerk of the court. Such fee shall be paid at the time of filing the first pleading, paper or other appearance filed by each party in all civil cases or by the defendant in any felony, traffic, misdemeanor, municipal ordinance, or conservation case upon a judgment of guilty or grant of supervision, provided that the record keeping system which processes the case category for which the fee is charged is automated or has been approved for automation by the county board, and provided further that no additional fee shall be required if more than one party is presented in a single pleading, paper or other appearance. Such fee shall be collected in the manner in which all other fees or costs are collected.

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at the October 10, 2017 A.D. Session.

DATED this 10th day of October 2017 A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

Approved by Judicial & Rules Committee: Adam Hart Y N A

Chairman

Larry Baughn Y N A

Tom Morse Y N A

Robert Boyd Y N A

Nancy O'Kane Y N A

Phearn Butler Y N A

Deanna Witzel Y N A

Ordinance/Resolution

No. _____

ORDINANCE

RE: Circuit Clerk Fees – Document Storage

WHEREAS, 705 ILCS 105/27.3c provides that the statutory Circuit Clerk fees may set for purposes of maintaining a document storage system; and

WHEREAS, the fees may not exceed twenty-five (\$25.00) dollars; and

WHEREAS, the Circuit Clerk has recommended that the fee be re-set to twenty- five dollars (\$25.00); and

WHEREAS, said fee will support the efforts to store court documents and is necessary for the operation of the court system; and

NOW, THEREFORE, BE IT ORDAINED that the document storage fee be set at the rate of twenty-five dollars (\$25.00) and the fee shall be paid at the time of filing the first pleading, paper, or other appearance filed by each party in all civil cases or by the defendant in any felony, misdemeanor, traffic, ordinance, or conservation matter on a judgment of guilty or grant of supervision, provided that the document storage system is in place or has been authorized by the county board and further that no additional fee shall be required if more than one party is presented in a single pleading, paper, or other appearance. The fee shall be collected in the manner in which all other fees or costs are collected.

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at the October 10, 2017 A.D. Session.

DATED this 10th day of October 2017 A.D.

AYE_____ NAY_____ ABSENT_____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

Approved by Judicial & Rules Committee: Adam Hart Y N A

Chairman

Larry Baughn Y N A

Tom Morse Y N A

Robert Boyd Y N A

Nancy O'Kane Y N A

Phearn Butler Y N A

Deanna Witzel Y N A

Ordinance/Resolution

No. _____