

REORGANIZATIONAL MEETING  
MONDAY, DECEMBER 1, 2008  
NINE THIRTY A.M.

UNITED STATES OF AMERICA  
STATE OF ILLINOIS  
COUNTY OF WILL

Will County Clerk, Nancy Schultz Voots welcomed everyone present to the swearing in of the newly elected and re-elected County-Wide Officials and County Board members. County Clerk Voots announced Judge White, Judge Jones, Judge Allen, and Judge Egan.

The procession began of newly elected or re-elected County-Wide Officials and County Board Members by district as County Clerk Voots called their names

County Clerk Voots announced the following County-Wide Officials; County Executive Lawrence M. Walsh, County Auditor Kevin Duffy Blackburn, Circuit Clerk Pamela J. McGuire, Coroner Patrick K. O'Neil, Recorder of Deeds, Karen A. Stukel, and State's Attorney James W. Glasgow.

County Clerk Voots announced the following County Board members: County Board District #1, John Anderson; County Board District #1, Katrina L. Deutsche; County Board District #1, Cory Singer; County Board District #2, Jim Moustis; County Board District #2, Laurie Smith; County Board District #2, Tom Weigel; County Board District #4, Edward Kusta Jr.; County Board District #4, Charles E. (Chuck) Maher; County Board District #4, Jacqueline L. Traynere; County Board District #6, Don Gould; County Board District #6, Sharon May; County Board District #6, Deborah A. Rozak; County Board District #7, Jim Bilotta; County Board District #7, Kathleen Konicki; County Board District #7, Diane H. Seiler; County Board District #8, Herbert Brooks, Jr.; County Board District #8, David L. Evans; and County Board District #8, Frank D. Stewart.

County Executive Walsh welcomed everybody to the meeting.

County Executive Walsh asked everyone to stand for the posting and presentation of the colors by Cantigny VFW Post #367 performed the presentation of colors. Cantigny VFW Post #367 led in the Pledge of Allegiance to our Flag.

County Executive Walsh led in the Pledge of Allegiance to our Flag.

County Executive Walsh introduced Sister Juanita, who delivered the invocation.

County Clerk Voots administered the oath of office to County Executive Lawrence M. Walsh.

County Executive Walsh announced it is truly an honor to have been re-elected as County Executive. He sincerely thanked all of the people who have supported him. They are going to move forward, there are a lot of challenges facing the County as a group. But there is no finer

group that can work together across the isle when it comes to working on issues that is important to all of the people of Will County. There is a great group of Elected Officials there today. He thanked his many many friends and family, it has been a very difficult week for them. He and his staff are looking forward to moving forward and they will make sure to get the job done. And make all of the voters and residents of Will County proud of this elected body. He thanked everyone.

County Clerk Voots introduced the Honorable J.E. Egan.

Honorable J.E. Egan administered the oath of office to County Auditor Kevin Duffy Blackburn.

Auditor Blackburn announced Executive Walsh stated it perfectly well, they will just move this County forward as it always has been and will be. He thanked his pregnant wife Rachel and his family that have come into town.

County Clerk Voots introduced the Honorable Stephen D. White.

Honorable Stephen D. White administered the oath of office to County Clerk Pamela J. McGuire.

Circuit Clerk McGuire announced she echoed everyone's comments and thanked her family for putting up with her during all of the elections that she has been through. She is honored, privileged, and pleased to be the Circuit Clerk again for the next four years. She thanked everyone.

County Clerk Voots introduced the Honorable Sarah Jones.

Honorable Sarah Jones administered the oath of office to County Coroner Patrick K. O'Neil.

Coroner O'Neil announced he would say a few words and he has been there often this year. He sentimented the feelings of gratitude to his family and friends that have supported him; for the voters of Will County to have confidence in him to serve a fifth term as the Democratic Will County Coroner truly means a lot to his family and him. They appreciate everything and all the thoughts and prayers that have been done for them over the last several years.

County Clerk Voots introduced the Honorable Jeff Allen.

Honorable Jeff Allen administered the oath of office to Recorder of Deeds Karen A. Stukel.

Recorder of Deeds Karen A. Stukel thanked her family and friends and everyone who helped her along the way. Her kids were great and put up with never seeing her. She looks forward to serving the County of Will and wished everyone a great holiday.

County Clerk Voots administered the oath of office to State's Attorney James W. Glasgow.

State's Attorney Glasgow thanked County Clerk Nancy Schultz Voots for running one of the fairest elections that is humanly possible, the cover approach. She does a remarkable job. Nobody ever has to have a concern about any voting tampering or voter fraud with County Clerk Voots in office. He announced his wife Gina and three of his five kids Nick, Cody, and Dolan. Dolan is the littlest one, he looks like an angel here but believe him.... County Executive Walsh was talking about moving the County forward and there are certainly some huge challenges. His office has seen a huge increase in the number of cases. There has now been another attorney added. But he wouldn't be standing there if it weren't for the 60 attorneys that work for him and do such a phenomenal job along with support staff that makes it possible to get the job done. With over a 60% increase in felonies, he doesn't know how the staff did it. They took on the case load and maintained a conviction rate at 12% over the state's average, this is to their credit. A lot of times the office holder takes all of the credit for these things, but if they failed, then he would not be here and there would be a new State's Attorney. Regarding the new courthouse, when he was on the elevator a lady was complaining that she had to walk two blocks to get the County Office Building for this ceremony. This is one of the priorities for the County Board and County Executive Walsh to get this parking lot in a situation where the citizens can come to a large gathering and be able to find a spot in that parking lot. The initial plan is on the board for the new courthouse which would include an expansion of the parking lot. But the new court house is actually critical. They are looking at possibly seven or eight new judges with the census in 2010, so it is essential that everyone come together with the City of Joliet, who has now extended the olive branch, this County Board and County Executive work with together and the State's Attorney's Office will be there for legal guidance. But this courthouse is critical to the quality of justice and everyone realizes this. There is a long shot with Silver Cross Hospital but the President of United States is from Illinois and maybe this will increase our chances of turning Silver Cross Hospital into one of the finest National Veterans' Hospital in the Country. He thanked everyone.

County Clerk Voots then administered the oath of office to the newly elected or re-elected members of the Will County Board:

DISTRICT #1

John Anderson  
Katrina L. Deutsche  
Cory Singer

DISTRICT #2

Jim Moustis  
Laurie Smith  
Tom Weigel

DISTRICT #4

Edward Kusta Jr.  
Charles E. (Chuck) Maher  
Jacqueline L. Traynere

DISTRICT #6

Don Gould  
Sharon May  
Deborah A. Rozak

DISTRICT #7

Jim Bilotta  
Kathleen Konicki  
Diane H. Seiler

DISTRICT #8

Herbert Brooks, Jr.  
David L. Evans  
Frank D. Stewart

County Executive Walsh apologized for his negligence and personally thanked his mother who attended the meeting today, Ms. Alice Walsh.

Member Adamic made a motion, seconded by Member Kusta, to seat the newly elected and the re-elected County Board Members.

NEWLY ELECTED/RE-ELECTED COUNTY BOARD MEMBERS WERE SEATED.

Roll call showed the following Board members present: Adamic, Anderson, Deutsche, Singer, Smith, Weigel, Dralle, Riley, Wisniewski, Kusta, Maher, Traynere, Blackburn, Gerl, Goodson, Gould, May, Rozak, Seiler, Brooks, Evans, Stewart, Babich, Wilhelmi, Moustis. Total: twenty-five.

Absent: Bilotta, Konicki. Total: two.

THE EXECUTIVE DECLARED A QUORUM PRESENT.

Member Babich made a motion, seconded by Member Seiler, the Certificate of Publication be placed on file.

Voting Affirmative were: Adamic, Anderson, Deutsche, Singer, Smith, Weigel, Dralle, Riley, Wisniewski, Kusta, Maher, Traynere, Blackburn, Gerl, Goodson, Gould, May, Rozak, Seiler, Brooks, Evans, Stewart, Babich, Wilhelmi, Moustis. Total: twenty-five

No negative votes.

THE CERTIFICATE OF PUBLICATION IS PLACED ON FILE.

Member Moustis presented Resolution #08-480, Setting Forth Governance Rules and Procedures for the Will County Board in the County of Will, State of Illinois.

Member Moustis made a motion, seconded by Member Kusta, Resolution #08-480 is on the floor.

Voting Affirmative were: Adamic, Anderson, Deutsche, Singer, Smith, Weigel, Dralle, Riley, Wisniewski, Kusta, Maher, Traynere, Blackburn, Gerl, Goodson, Gould, May, Rozak, Seiler, Brooks, Evans, Stewart, Babich, Wilhelmi, Moustis. Total: twenty-five

No negative votes.

RESOLUTION #08-480 IS ON THE FLOOR.

Member Adamic presented the following amendments. On page 1.03 on page two, section A, The County Board Chairman shall preside over Board meetings in the *temporary* absence of the election County Executive. The word *temporary* is the new word. On page 13, Section 2.03.C.5 Public Health and Safety Committee; the change from “Identify the problems of Will County’s aging residents” To “Identifying the changing needs of Will County’s aging and disabled population.

Member Adamic made a motion, seconded by Member Stewart, to amend Resolution #08-480.

Member Anderson mentioned a typo in 2.03 C.5., the word is “formally” should be “formerly”.

Member Adamic concurred that the word should be “formerly”.

County Executive Walsh asked if there were any other discussion.

Voting Affirmative were: Adamic, Anderson, Deutsche, Singer, Smith, Weigel, Dralle, Riley, Wisniewski, Kusta, Maher, Traynere, Blackburn, Gerl, Goodson, Gould, May, Rozak, Seiler, Brooks, Evans, Stewart, Babich, Wilhelmi, Moustis. Total: twenty-five.

No negative votes.

RESOLUTION #08-480 IS AMENDED.

Member Moustis made a motion, seconded by Member Goodson, the County Board Rules be adopted as amended.



**RESOLUTION #08-480****RE: SETTING FORTH GOVERNANCE RULES AND PROCEDURES  
FOR THE WILL COUNTY BOARD  
IN THE COUNTY OF WILL, STATE OF ILLINOIS****I. DUTIES AND OFFICERS OF THE WILL COUNTY BOARD**

- 1.01 Will County Board
- 1.02 Officers
- 1.03 Duties of County Board Chairman
- 1.04 Duties of Legislative Majority Leader
- 1.05 Duties of Legislative Minority Leader
- 1.06 Duties of the County Executive

**1.01 Will County Board.** The governing body of the County of Will shall be known as the "*Will County Board*", or the "*County Board of Will County, Illinois*", hereinafter referred to as the "*Board*" [55 ILCS 5/2-5003(a)], and its members as "*County Board Member/Members*" (*abbreviated "CBM/CBM's"*). The Board is the legislative body of the County of Will [55 ILCS 5/2-5003(c)], having those powers provided for by the Constitution and laws of the State of Illinois.

**1.02 Officers.** On the first Monday in December in even numbered years after each regular election at which members are elected, at the biennial reorganization meeting, the Board shall elect from its membership a County Board Chairman, a Legislative Majority Leader and Legislative Minority Leader; these three members shall constitute Will County Board Leadership. These officers shall serve two-year terms, or until their successors are elected and qualified.

**1.03 Duties of the County Board Chairman.**

A. The County Board Chairman shall preside over Board meetings in the temporary absence of the elected County Executive. As the presiding officer of the Executive Committee, the County Board Chairman shall be an ex-officio member of all other committees and may, in the event of a temporary committee vacancy, fill such vacancy for the purpose of establishing a quorum, with voting privileges, and in that event, may act as the Committee Chair in the absence of the Chair and Vice-Chair. The County Board Chairman shall be the presiding official at all times that the Will County Board meets as a "Committee of the Whole" and in his absence the majority leader shall preside.

B. The County Board Chairman shall be the chief administrative official of the Will County Board. All staff of the Board shall work at the direction of the County Board Chairman. The County Board Chairman shall assign all matters to committees as recommended by the Executive Committee, and have responsibility for the preparation of all agendas of the Will County Board. No committee shall consider any matter not previously assigned to that committee by the Executive Committee. The Executive and Judicial Branch of county government and elected officials shall work directly through the County Board Chairman and staff regarding requests for assignment of any matter to a committee of the County Board. Any County Board Member may submit a written request to the Executive Committee for assignment of any matter to a committee, and the Executive Committee shall then consider such request. Moreover, it shall be the policy of the Will County Board that County Board staff shall, upon request, be made available in their respective areas of expertise to elected County Officers and department heads to the extent that the availability is not in conflict with the priorities assigned by the County Board, and subject to the discretion and direction of the Chairman of the County Board.

**1.04 Duties of the Legislative Majority Leader.**

A. The Legislative Majority Leader shall provide floor leadership for all Majority party members with respect to all legislative matters pending before the Board, including, but not limited to, informing the membership of reasons for and against the adoption of proposed ordinances and resolutions, assessing support for and opposition to the adoption of proposed ordinances and resolutions, assessing the need for amendments thereto, consulting with the Legislative Minority Leader with respect to the passage of proposed ordinances and resolutions, and generally assisting in the efficient consideration by the Board of all matters before the Board. The Legislative Majority Leader shall be the Chief spokesman of the majority party on the floor, shall be a member of the Executive Committee, and shall be an ex-officio member of all other committees and may, in the event of a temporary committee vacancy, fill such vacancy for the purpose of establishing a quorum with voting privileges, and may act as the Committee Chair in the absence of the Committee Chair and Vice-Chair.

B. In the absence of the Majority Leader then the County Board Members of the Majority Leader's political party may designate a leader "pro tem" who shall act and serve on committees in the Leader's place with like authority.

C. The Legislative Majority Leader shall appoint a Legislative Whip, to be known as the Majority Whip who shall assist the Majority Leader, at the Leader's direction, in the performance of the Majority Leader's duties. In the absence of the Majority Leader at a meeting of the Executive Committee the Majority Whip shall vote in his/her place.

**1.05 Duties of the Legislative Minority Leader.**

A. The Legislative Minority Leader shall provide floor leadership for all Minority party members with respect to all legislative matters pending before the Board,

including, but not limited to, informing the membership of reasons for and against the adoption of proposed ordinances and resolutions, assessing support for and opposition to the adoption of proposed ordinances and resolutions, assessing the need for amendments thereto, consulting with the Legislative Majority Leader with respect to the passage of proposed ordinances and resolutions, and generally assisting in the efficient consideration by the Board of all matters before the Board. The Legislative Minority Leader shall be the Chief spokesman of the minority party on the floor, shall be a member of the Executive Committee, and shall be an ex-officio member of all other committees and may, in the event of a temporary committee vacancy, fill such vacancy for the purpose of establishing a quorum with voting privileges, and may act as the Committee Chair in the absence of the Committee Chair and Vice-Chair.

B. In the absence of the Minority Leader then the County Board Members of the absent Minority Leader's political party may designate a leader "pro tem" who shall act and serve on committees in the Leader's place with like authority.

C. The Legislative Minority Leader shall appoint a Legislative Whip, to be known as the Minority Whip who shall assist the Minority Leader, at the Leader's direction, in the performance of the Minority Leader's duties. In the absence of the Minority Leader at a meeting of the Executive Committee the Minority Whip shall vote in his/her place.

**1.06 Duties of the Will County Executive.** The Will County Executive shall perform those duties as set forth in 55 ILCS 5/2-5001 ET. seq., and as follows:

**A. Submit Budget to Board:**

*It is the duty of the County Executive to prepare and submit to the County Board for its approval the annual budget required by Division 6-1 of the Counties Code [55 ILCS 5/2-5009, (c)].*

1. Said budget shall be submitted by the County Executive to the County Board at the regular September Will County Board meeting.

**B. Reports to the Board:**

*It is the duty of the County Executive to make an annual report to the board on the affairs of the county, on such date and at such time as the board shall designate, and keep the board fully advised as to the financial condition of the county and its future financial needs [55 ILCS 5/2-5001];*

1. The Will County Board hereby designates the regular September County Board meeting for the making of the County Executive's annual report to the County Board.
2. The Will County Board's Finance Committee shall receive the advice of the County Executive on the financial condition of the County and its future financial needs not less than monthly.

**C. Appointments:**

1. The County Executive shall:

*a. appoint, with the advice and consent of the board, persons to serve on the various boards and commissions to which appointments are provided by law to be made by the board [55 ILCS 5/2-5009 (d)]*

*b. appoint, with the advice and consent of the board, persons to serve on various special districts within the county except where appointment to serve on such districts is otherwise provided by law [55 ILCS 5/2-5009 (e)]*

2. At the beginning of each fiscal year the Executive's Office shall provide to the County Board a listing of all 'Board' and 'Commission'

appointment positions to be filled in the coming year.

3. A list of appointments to be approved at the next month's County Board meeting shall be submitted by the County Executive to the County Board administrative office not later than the Tuesday before the current month's County Board meeting.

a. The Board's staff will insure that a copy of the appointment list for approval next month is on the desk of each County Board Member (CBM) at the current month's County Board meeting. (In this way each CBM will have knowledge of next month's appointments a month in advance)

4. The appointment list will contain the following information for each position:

- a. Name of position
- b. Position Criteria
- c. Name of appointee
- d. Appointee qualifications
- e. Will County Board and Commissions form
- f. County Board District, if criteria for appointment
- g. Letters of recommendation, if any

5. The County Executive shall post vacant positions (not including positions where incumbent is to be re-appointed) on the County's website.

#### **D. County Executive Hires**

1. *The County Executive shall appoint, with the advice and consent of the board, such subordinate deputies, employees and appointees for the general administration of county affairs as considered necessary, except those*

*deputies, employees and appointees in the office of an elected county officer [55 ILCS 5/2-5009 (g)];*

2. A list of general administration positions, to be filled by appointment under this section, shall be submitted to the County Board administrative office not later than the Tuesday before the first Executive Committee meeting of the month.

3. An **EMPLOYEE ADVICE AND CONSENT REQUEST FORM**, (attached to these rules as "Exhibit A") shall be completed for each general administration appointee and included with the **List of General Administration Positions** submitted to the County Board administrative office not later than the Tuesday before the first Executive Committee meeting of the month.

4. The Board's staff will insure that a copy of the "General Administration Position List" for approval at the current month's County Board meeting is provided each Will County Board Member (WCBM) by the Tuesday preceding the second (2<sup>nd</sup>) Executive Committee meeting of the month.

5. The Board's staff will maintain a file in the County Board administrative office of all the "Personnel Advice and Consent" forms submitted in support of candidate approval so that it is available for review by members of the County Board, at their discretion, prior to consideration by the full County Board. **The names of all candidates for general administration positions shall remain confidential, to the extent allowed by law, until acted upon by the Will County Board.**

6. All general administration appointments, beginning with the declaration of a position vacancy to the identification of a position candidate, shall be processed by the Human Resources Department and its staff in accordance with the policy or policies established from time to time by the Will County Board, approved collective bargaining agreements (as may be applicable), as well as Federal and State of Illinois laws and regulations.

7. Vacant positions shall be posted on the County's web site for at least ten (10) business days prior to the selection of a candidate by the County Executive.

8. General administration appointments shall be based solely on a candidates overall qualifications and ability to work with others and consistent with approved collective bargaining agreements then in effect (and if applicable). Appointing or supporting a candidate to further a political agenda or purpose (political hiring) is **expressly prohibited**.

9. Hires in advance of County Board approval are hereby prohibited except in the following cases:

- a. Replacement staff at Sunny Hill Nursing Home.
- b. An "emergency hire" with the prior approval of the County Board Chair, Majority Leader and Minority Leader until such time that the hire is formally approved or disapproved by the Will County Board.

## II. **COMMITTEES OF THE WILL COUNTY BOARD**

- 2.01 Committee Appointments
- 2.02 Committee Vacancies
- 2.03 Standing Committees
  1. Executive
  2. Finance
  3. Public Works & Transportation
  4. Judicial
  5. Public Health and Safety
  6. Land Use & Development
  7. Legislative & Policy
  8. Capital Improvements
- 2.04 Powers of Committees

## 2.05 Written Minutes

**2.01 Committee Appointments.** The County Board Chairman, in consultation with the Legislative Majority and Minority Leaders, shall appoint the Chair of each standing committee from the membership of the majority party and shall appoint such other members of the eight (8) standing committees as is deemed necessary for the proper oversight and functioning of the business of the Board.

**2.02 Committee Vacancies.** Whenever any member of any committee is either temporarily or permanently unable to perform the duties of such appointment due to resignation, death, disability, illness, or absence, the appointing authority may declare such position vacant and appoint another member to fill the vacancy. If the vacancy is temporary and not permanent, the appointment shall terminate once the incumbent member is able to return to perform the duties of the committee assignment. If a member misses three (3) consecutive meetings, the County Board Chairman may replace that member either permanently or temporarily.

## 2.03 Standing Committees.

**A.** There shall be eight (8) permanent committees of the County Board. Each permanent committee shall consist of at least 7 members, except the following:

- The Executive Committee, which shall consist of at least fourteen (14) members.

**B.** The date and time of a committee's meeting shall be set by the County Board Chair in consultation with the Committee Chair. At a meeting of a committee, in the absence of a Committee Chair, the Committee Vice-Chair shall act as temporary Chair. In the absence of the Chair and Vice-Chair, present committee members, with the ability to comprise a quorum, may elect a Chair-Pro-tem in order to conduct the business of the Committee.

**C. The permanent committees and their responsibilities are as follows:****1. Executive.**

This Committee shall be responsible for the following:

- i. Assignment of all matters to all standing committees for consideration.
- ii. Consideration of all County Executive appointments.
- iii. The approval of the County Board agenda.
- iv. Making a recommendation to the Board on all contracts for professional services, including but not limited to insurance and audits.
- v. The examination, review, analysis and policy setting of the County's various insurance plans and policies, personnel policy issues including, but not limited to, the examination and review of employee salaries and job descriptions, and, setting policy on Deferred Compensation and employee development programs offered in the County.
- vi. The review and oversight of the Community Development Block Grant Program, including recommendations to the Board for grant proposals.
- vii. Economic development; hearings on the issuance of County licenses, in accordance with State Statutes and local resolutions and ordinances.
- viii. All other matters not specifically assigned to other committees of the Board.

Membership on the Executive Committee shall be comprised of at least the following:

- County Board Chairman
- Legislative Majority Leader or, in the absence of the Majority Leader, the Majority Whip;

- Legislative Minority Leader or, in the absence of the Minority Leader, the Minority Whip;
- Chair of each of the seven (7) other standing committees of the Board or, in the absence of any such Chair, the Committee's Vice-Chair ; and
- In addition to the County Board Chair, Majority Leader, Minority Leader and Committee Chairs, one County Board Member from the majority party and three (3) County Board Members from the minority party.

2. **Finance.**

This Committee shall be responsible for the following:

- i. Making recommendations concerning County fiscal policies and financial administration.
- ii. Establishing and reviewing County Board budget priorities.
- iii. The examination, review, analysis, and where appropriate the modification of the annual budget proposed by the County Executive.
- iv. The preparation of the annual appropriation and levy ordinances for the County of Will.
- v. The review of all internal and external audits of all County departments and the offices of all elected County officials.
- vi. The review and disposition of grant requests.
- vii. Review and approve all county indebtedness and approve of any short-term or long-term borrowings.
- viii. The appropriation of salaries of all County employees, appointed officials and officeholders.
- ix. The review of all matters of taxation and finance for the purpose of generating new revenue for the County.
- x. This Committee shall also receive monthly financial reports from the County Executive's Office containing both monthly and year-to-date income statements, revenue projections, expense

statements and projections and projected budget surpluses and/or shortfalls. The Committee shall include a summary statement of the County Executive's report in its report to the Executive Committee.

**3. Public Works & Transportation.**

This Committee shall be responsible for the following:

- i. Recommending to the County Board the prioritization of proposed public works and transportation projects, the development and expansion of current vendor list, the review and policy-setting of planning, acquisition, construction, improvement, demolitions, modification, and maintenance of Will County's infrastructure, such as roads, bridges, right of ways, water systems, cable systems and resource recovery systems.
- ii. In conjunction with the Land Use & Development Committee, this Committee shall be responsible for oversight and review of infrastructure to insure the health, safety, and welfare of the residents of the County, and shall be responsible for solid waste planning, oversight and compliance, in conjunction with any special committee appointed in accordance with Federal or State Statutes, rules and regulations, and the siting of regional pollution control facilities.
- iii. Finally, this Committee shall monitor all aspects of the County's Solid Waste Management Plan, shall conduct those public hearings required by statute, rule, regulation or ordinance (except as otherwise may be determined by the County Board), and shall make recommendations to the Board for the expenditure of County revenues and funds allocated for environmental matters. Nothing in these rules shall supersede specific lawful statutory assignments of authority.

**4. Judicial.**

This Committee shall be responsible for the examination, review, analysis, recommendation and policy setting for the judicial and law enforcement needs of the County (excepting the construction or expansion of facilities), including the needs of the Circuit Court, the Jury Commission, the State's Attorney, the Sheriff, the Coroner, the Circuit Court Clerk, the Public Defender, the Adult and Juvenile Detention Facilities, the Probation Department, and the Juvenile Detention Ad Hoc Committee, among others.

5. **Public Health, & Safety.**

This Committee shall be responsible for the following:

- i. The examination, review, analysis and policy setting of the County's health, and public welfare needs.
- ii. To act as the liaison between the County Board and the Board of Health and the Health Department Administration.
- iii. Identifying the changing needs of Will County's aging and disabled population.
- iv. Oversight of the EMA (Emergency Management Agency), Animal Control Department, and all community programs within the County.

6. **Land Use & Development.**

This Committee shall be responsible for the following:

- i. Examination, review, analysis and policy setting of the Will County Land Resource Management Plan, including landfills and wetlands, as well as the land use needs and requirements of the County.
- ii. Review, adoption, and modification to the County's land use plans, zoning ordinances, and subdivision ordinances,

- construction guidelines and building codes and standards, stormwater regulation policy and associated fees.
- iii. Policy and associated fees for the County's Geographic Information System (GIS).
  - iv. All proposals for changes to or modifications involving agricultural lands or flood plains.
  - v. In conjunction with the Public Works & Transportation Committee, provide oversight and review of infrastructure to insure the health, safety, and welfare of the residents of the County.

7. **Legislative and Policy.**

This Committee shall be responsible for the following:

- i. Examination, review and coordination of the state and federal legislative needs of the County. Such needs shall include, but are not limited to, recommendations for legislation transmitted from any standing committee, any Board member(s) or an elected County official or department head to the Executive Committee.
- ii. Communication liaison with Federal and State Will County legislators, for legislative and grant assistance and to foster better intergovernmental cooperation between all levels of government. Where time is of the essence and the Legislative Committee is unable to meet then the Legislative Committee Chair shall consult with Leadership for purposes of determining the legislative message to be conveyed.
- iii. The examination, review, analysis, and recommendation to the County Board of all matters dealing with general County policy issues and amendments to the County Board Rules.

8. **Capital Improvements.**

This Committee shall be responsible for the following:

- i. Making recommendations to the County Board on matters dealing with accommodating the space needs of Will County Government including all branches of government and all constitutional officers for both the long and short term.
- ii. Review and analysis of lease options for the county.
- iii. Provide oversight, planning and recommendations on other matters dealing with capital improvements, including, but not limited to, communications, infrastructure matters, and projects of benefit to the citizens of Will County.
- iv. Make recommendations on matters of economic benefit to the citizens of Will County.

**D.** Ad Hoc committees shall be appointed by the County Board Chairman with the concurrence of the Executive Committee. Every ad hoc committee shall consist of a sufficient number of members to accomplish the specific purpose or purposes for which it was created.

**E.** The County Board may meet as a "Committee of the Whole" by the call of the County Board Chair, or an affirmative vote of a majority of the Executive Committee, or upon the affirmative vote of 14 County Board members at a regular meeting of the County Board, or upon a written request setting forth the items for discussion and signed by 14 members of the County Board. The time, place and agenda for any meeting of the "Committee of the Whole" shall be set by the County Board Chair consistent with the provisions of this paragraph and Rules, and published and posted in accordance with Illinois law.

**2.04 Powers of Committees.** The various elected officials and department heads, in addition to the County Board staff, shall provide such assistance, information and support to the standing committees and to the Board as a whole, as may be required, by said committees or by the Board. Information required by the Board or any of its standing committees shall be provided upon request of any Board member or Board staff. The staffing for the standing committees shall be provided by the County

Board staff and access to the Executive Committee agenda shall be through the County Board staff. All County Board Committees, in the exercise of their legislative functions and powers, shall have the right to summon employees and to review those documents and records necessary or helpful in the exercise of such responsibilities. Willful failure to respond to a request issued to a County\_employee or appointed department head by a Board Committee shall be sufficient cause to authorize the Committee to apply to the Board for a *Resolution of Notification* to the appropriate County officer (elected official) of the failure of his/her employee/employees to appear, and to request an immediate redress of said grievance.

**2.05 Written Minutes.** All Committees shall keep written minutes and all such forms of minutes as required by law. Minute Books for every committee shall be kept in the County Board Office. Secretarial services shall be provided by the County Board staff.

### III. **CONDUCT OF BUSINESS OF THE WILL COUNTY BOARD**

- 3.01 Order of Business
- 3.02 Time and Place of Regular and Special Meetings
- 3.03 Parliamentary Procedure
- 3.04 Board Rules and Amendments
- 3.05 Suspension of Rules
- 3.06 Right to Address the Board
- 3.07 Text Amendments/Map Amendments; Objections & Protests
- 3.08 Agenda
- 3.09 Motions
- 3.10 Debate
- 3.11 Vote
- 3.12 Reconsideration of Motions
- 3.13 Executive Vetoes
- 3.14 Committee Reports

**3.01 Order of Business.** The order of business for each regular meeting of the County Board shall be as follows:

1. Call to Order
2. Pledge of Allegiance to the Flag
3. Invocation
4. Roll Call
5. Determination of Quorum
6. Motion to Place on File Certificate of Publication
7. Approval of Minutes
8. Citizens to be Heard
9. Honorary Resolutions/Proclamations
10. Old Business - Executive Vetoes
11. New Business - Committee Reports and Recommendations
12. Appointments by the County Executive
13. Announcements by the County Board Chairman, Legislative Majority Leader and Legislative Minority Leader
14. Executive Session
15. Recess/Adjournment

**3.02 Time and Place of Regular and Special Meetings.** The County Board shall meet for the purpose of transacting business at the hour of 9:30 a.m. on the third Thursday of each month at the County Board Room, 302 North Chicago Street, Joliet, Illinois, 60432. Special meetings of the County Board not called by the Executive in accordance with his statutory authority may be called by a written direction signed by not less than nine (9) members of the Board and delivered to the Will County Clerk. Such direction shall specify the date and time of the meeting, the business to be conducted, and shall be delivered with at least 24 hours notice to the residence of each Board member. All special meetings shall take place in the County Board Room, 302 North Chicago Street, Joliet, Illinois, 60432.

**3.03 Parliamentary Procedure.** In the absence of a County Board rule to the contrary, the parliamentary procedure of this Board shall be governed by "Roberts Rules of Order - Newly Revised".

**3.04 Board Rules and Amendments.** At the Board reorganization meeting, which shall be held on the first Monday in December in even numbered years at the hour of 9:30 a.m. in the County Board Room, the County Clerk shall initially preside and call the meeting to order. After the invocation, pledge of allegiance and roll call, the newly elected County Executive, county-wide elected officials—if any, and newly elected County Board Members, shall take the oath of office and the meeting called to order. The only business that may be transacted at the reorganization meeting of the Will County Board is the adoption of the rules, selection of board leadership (as defined by the rules) and committee appointments. Board Rules must be approved by a majority of the members of the Board at the reorganization meeting. Thereafter, no amendment shall be made to any of the Rules of the Board except upon motion made in writing and approved by three-fifths (3/5's) of the members of the Will County Board at the next regular meeting of the Board, adjourned or otherwise occurring not less than 30 days from the date of the initial written motion.

**3.05 Suspension of Rules.** In a particular case, to avoid hardship or to promote the orderly transaction of County business, a Rule or Rules of the Board may be temporarily suspended by a voice vote of three-fifths of the members present.

**3.06 Right to Address the Board.** No person who is not a member of the Board, excepting the County Executive in the performance of his duties as **Presiding Officer** of the County Board Meeting, shall be permitted to address the Board unless the purpose of the comment pertains to an item specifically placed on the agenda. **Excepting Public Hearings,** such person shall be allowed to address the Board for a period of three minutes only, but only after submitting a formal written request to the Will County Clerk's Office not less than 48 hours prior to the published starting time of the Will County Board meeting, or, upon a motion, second and affirmative vote to suspend the rules to allow a non-member to address the board. However, when the County

Board Chairman or Legislative Majority or Minority Leader requests the opinion of the County Executive (unrelated to the conduct of the County Board Meeting), State's Attorney or of a Department Head, it shall not be necessary to suspend the Rules to allow such person to speak.

**3.07 Text Amendments/Map Amendments, Objections & Protests.** All written protests and written objections to proposed zoning ordinance text amendments and map amendments shall be submitted to the Will County Board in accordance with the rules of the Board and agencies of Will County Government not in conflict with the laws of the State of Illinois.

**3.08 Agenda.** There shall be a written agenda prepared for every meeting of the Will County Board. The agenda shall be prepared by the Executive Committee, not less than seven (7) days prior to the regularly scheduled meeting of the Will County Board. Any elected official wishing to place an item on the agenda shall present it to the Executive Committee, through the County Board Staff at the time the agenda is set. A copy of the agenda shall be made available to the members at least five (5) days prior to the Board Meeting, and shall also be placed on display in the Clerk's Office and posted outside of the County Board Room at least five (5) days prior to the Board Meeting. No matter not on the published agenda may be placed on the agenda at the meeting of the County Board, except as may be allowed by law and upon an affirmative vote of a majority of the members present, and such motion shall require a roll call vote. Notwithstanding the above, the County Board Chairman shall have the authority to place an item or items on the agenda after the Executive Committee has prepared the agenda but prior to 48 hours before the scheduled County Board meeting for any item or items which are of a time sensitive or critical nature. Said addition of an item or items shall be done in full compliance with the Open Meetings Act.

**3.09 Motions.** Every motion shall be reduced to writing if requested by any member of the Board.

**3.10 Debate.** In order to facilitate the orderly conduct of business, the Board has established a strong committee system, and all Board members are strongly encouraged to attend all committee meetings. **The Legislative Majority and Legislative Minority Leader shall be responsible for the conduct of debate by the majority and minority members of the Board.**

**3.11 Vote.** Any member in attendance may vote "Yes", "No", "Present", or "Abstain", on any matter before the Board, except that no member may vote "Present" on any matter pertaining to finance or to the transfer of funds. A roll call vote may be requested by any member on any matter before the Board.

**3.12 Reconsideration of Motions.** When a question has been decided in the affirmative or the negative, it shall be in order for any member of the prevailing side who voted on such question to move reconsideration thereof, but no motion for the reconsideration of any vote shall be in order unless made on the same day on which the vote was taken. Such motion may be seconded by a member of either the prevailing or the losing side.

**3.13 Executive Vetoes.**

- A.** *Any Ordinance, Resolution, Motion or Item of Appropriation vetoed by the County Executive shall be returned to the Board at its first meeting occurring not less than six (6) days, Sundays excepted, after said Ordinance, Resolution, Motion or Item of Appropriation has been presented to him. Each such vetoed Ordinance, Resolution, Motion or Item of Appropriation shall be accompanied by a written statement of the objections of the County Executive, which objections shall be entered and spread upon the journal. 55 ILCS 5/2-5010*
- B.** *The Board shall proceed to reconsider all such ordinances, resolutions motions or items of appropriation vetoed and returned to the Board by the County Executive as provided in the County Executive Law. The County Executive shall take no part in the conduct of the debate. Upon*

*the close of debate, the Clerk shall call the roll on a vote to reconsider as required by the County Executive Law, and if three-fifths of the members of the Board vote affirmatively to reconsider (override) the veto, then the Ordinance, Resolution, Motion or Item of Appropriation shall become effective on the date prescribed, but no earlier than the date of the override vote. 55 ILCS 5/2-5010*

- C.** *If any ordinance is not returned by the county executive to the board at its first meeting occurring not less than 6 days, Sundays excepted, after it has been presented to him, it shall become effective unless the board has recessed or adjourned for a period in excess of 60 days, in which case it shall not become effective without his approval. 55 ILCS 5/2-5010*

**[Format to be used by the County Executive in the event an Ordinance, Resolution, Motion or Item of Appropriation is vetoed/disapproved by County Executive.]**

I am hereby returning (Ordinance, Resolution, Motion or Item of Appropriation as appropriate) #\_\_\_\_\_ to the County Board this \_\_\_\_\_ day of \_\_\_\_\_ 200\_\_\_\_ with the attached objections.

\_\_\_\_\_  
Will County Executive

**[Format to be used by County Clerk when appropriate]**

This (Ordinance, Resolution, Motion or Item of Appropriation as appropriate) not having been approved by the County Executive, nor returned to the Will County Board at its first meeting occurring not less than 6 (six) days, Sundays excepted, nor more than 60 (sixty) days since its adoption, by operation of law this (Ordinance, Resolution, Motion or Item of Appropriation as appropriate) is now deemed effective.

Signed this \_\_ day of \_\_\_\_\_, 200\_\_\_\_. (SEAL) \_\_\_\_\_  
Will County Clerk

**[Format to be used upon reconsideration of Executive veto/disapproval of Ordinance, Resolution, Motion or Item of Appropriation]**

On this \_\_\_ day of \_\_ 200\_\_, the Will County Board reconsidered the above (Ordinance, Resolution, Motion or Item of Appropriation as appropriate). The vote was \_\_\_\_\_Aye \_\_\_\_\_Nay \_\_\_ Pass \_\_\_\_\_Abstain. Three-fifths of the County Board having voted to approve the (Ordinance, Resolution, Motion or Item of Appropriation as appropriate) it is adopted over the Executive's veto.

OR

On this \_\_\_\_\_ day of \_\_ 200\_\_, the Will County Board reconsidered the above (Ordinance, Resolution, Motion or Item of Appropriation as appropriate). The vote was \_\_\_\_\_Aye \_\_\_\_\_Nay \_\_\_ Pass \_\_\_\_\_ Abstain. Three-fifths of the County Board not having voted to approve the (Ordinance, Resolution, Motion or Item of Appropriation as appropriate), the reconsideration fails.

**3.14 Committee Reports.** Committee reports shall be made by the Chair of each respective Committee, or in his absence by the Vice-Chair of said Committee. In the event of the absence of both the Chair and Vice-Chair of a Committee at a regular Board Meeting, the Committee report may be made by any other member of said Committee.

**IV. PURCHASES**

All purchases, including printing, publications and contracts for all offices and departments of the County of Will shall be made in accordance with the Will County Purchasing Ordinance 08-461.

V. **SETTLEMENT AUTHORITY FOR GENERAL LIABILITY AND WORKERS' COMPENSATION**

- 5.01 Settlement offers of up to \$15,000
- 5.02 Settlement offers from \$15,001 up to \$50,000
- 5.03 Settlement offers from \$50,001 up to \$100,000
- 5.04 Settlement offers in excess of \$100,000

**5.01 Settlement offers of up to \$15,000:** Delegated to the Third Party Administrator with settlements resulting from such offers remaining contingent upon approval of the Will County Board.

**5.02 Settlement offers from \$15,001 up to \$50,000:** Delegated to the Risk Manager/Human Resource Director with settlements resulting from such offers remaining contingent upon the approval of the Will County Board.

**5.03 Settlement offers from \$50,001 up to \$100,000:** May be made by the appropriate parties, including the Third Party Administrator and/or the attorneys, with the authorization of the Risk Manager/Human Resource Director, with settlements resulting from such offers remaining contingent upon the approval of the Will County Board.

**5.04 Settlement offers in excess of \$100,000:** Must be authorized by the Executive Committee prior to being extended, with the final settlement agreement remaining contingent upon the approval of the Will County Board.

**VI. LEGAL SERVICES**

The State's Attorney of Will County shall perform all legal services required by the Board or any of its committees or members. If the State's Attorney has a conflicting position with the County Board, the Board shall have the option to seek appointment of special counsel.

**VII. ETHICS ORDINANCE**

It shall be the obligation of every Will County Board member, county employee and appointed or elected official (except Circuit Judge, Circuit Clerk or State's Attorney) to comply with the terms of the Will County Ethics Ordinance 06-261, attached hereto as Exhibit "B".

**VIII. EXISTING LEGISLATION CONTINUED**

Except to the extent that they are inconsistent with the provisions of these Rules, Procedures and Standards of Conduct, all existing County laws, Ordinances, rules and regulations heretofore adopted shall continue in full force and effect until amended, superseded or repealed.

**IX. SEVERABILITY**

If any term and/or provision of this Resolution shall to any extent be held invalid or unenforceable, the remaining terms or provisions of this Resolution shall not be affected thereby, but each term and/or provision of this Resolution shall be valid and enforced to the fullest extent permitted by law.

**X. EFFECTIVE DATE**

This Resolution shall be effective immediately upon its passage and adoption by the Will County Board and approval of the Will County Executive.

Adopted by the Will County Board this 1st day of December, 2008.

Vote: Yes\_\_\_\_ No\_\_\_\_ Pass\_\_\_\_ Abstain\_\_\_\_ (SEAL )

\_\_\_\_\_  
Nancy Schultz Voots  
Will County Clerk

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

\_\_\_\_\_  
Lawrence M. Walsh  
Will County Executive

Voting Affirmative were: Adamic, Anderson, Deutsche, Singer, Smith, Weigel, Dralle, Riley, Wisniewski, Kusta, Maher, Traynere, Blackburn, Gerl, Goodson, Gould, May, Rozak, Seiler, Brooks, Evans, Stewart, Babich, Wilhelmi, Moustis. Total: twenty-five.

No negative votes.

RESOLUTION #08-480 IS APPROVED AS AMENDED.

COUNTY BOARD RULES ARE ADOPTED AS AMENDED.

**NOMINATION OF COUNTY BOARD CHAIRMAN**

Executive Walsh opened the floor and asked for nominations for the position of County Board Chairman.

Member Singer moved to nominate Member James Moustis as County Board Chairman, seconded by Member Wisniewski.

Executive Walsh asked for further nominations.

Member Adamic moved nominations be closed, seconded by Member May.

MOTION TO CLOSE NOMINATIONS BY VOICE VOTE CARRIES.

Voting Affirmative were: Adamic, Anderson, Deutsche, Singer, Smith, Weigel, Dralle, Riley, Wisniewski, Kusta, Maher, Traynere, Blackburn, Gerl, Goodson, Gould, May, Rozak, Seiler, Brooks, Evans, Stewart, Babich, Wilhelmi, Moustis. Total: twenty-five.

No negative votes

MEMBER MOUSTIS IS ELECTED COUNTY BOARD CHAIRMAN.

Executive Walsh congratulated County Board Chairman, James Moustis.

#### NOMINATION OF MAJORITY LEADER.

Executive Walsh asked for nominations for Majority Leader.

Member Moustis made a motion to nominate Member James Bilotta as Majority Leader, seconded by Member Maher.

Executive Walsh asked for further nominations.

Member Gould made a motion, seconded by Member Rozak, to close nominations.

MOTION TO CLOSE NOMINATIONS FOR MAJORITY LEADER BY VOICE VOTE CARRIES.

Voting Affirmative were: Singer, Smith, Weigel, Dralle, Riley, Wisniewski, Kusta, Maher, Blackburn, Gerl, Goodson, Gould, Rozak, Moustis. Total: fourteen.

No negative votes

MEMBER BILOTTA IS ELECTED MAJORITY LEADER.

#### NOMINATIONS FOR MINORITY LEADER

Member Babich made a motion to nominate Member Adamic as Minority Leader, seconded by Member Anderson.

Executive Walsh asked for further nominations.

Member Wilhelmi made a motion, seconded by Member Seiler, to close nominations.

MOTION TO CLOSE NOMINATIONS FOR MINORITY LEADER BY VOICE VOTE CARRIES.

Voting Affirmative were: Adamic, Anderson, Deutsche, Traynere, May, Seiler, Brooks, Evans, Stewart, Babich, Wilhelmi. Total: eleven.

No negative votes

MEMBER ADAMIC IS ELECTED MINORITY LEADER.

#### COMMITTEE APPOINTMENTS

Member Moustis announced everyone will be receiving their appointments by Wednesday as they are still working on them and not completed yet. Member Moustis will be working with Member Adamic and Member Bilotta on these appointments and it should be completed by Wednesday.

#### COMMENTS BY COUNTY BOARD CHAIRMAN

James Moustis

Member Moustis announced congratulations to all of the newly Elected Officials and County Board Members. The County Board Members did not get to speak today but all Elected County Board Members thanked their friends, family and the voters. He looks forward to it. It is challenging times but it will be an exciting time for Will County. There are many challenges in front of us. One of the main challenges is to keep our men and women working in Will County and our economy going. He thinks the County Board Members will do their in doing this in Will County. He looks forward to working with everyone and he is sure they will have a prosperous 2009.

#### COMMENTS BY MAJORITY LEADER

Jim Bilotta

Member Bilotta was absent from this meeting.

## COMMENTS BY MINORITY LEADER

Walter Adamic

Member Adamic thanked Cantigny Post #367 from Joliet, Illinois for their service provided today. He also thanked his fellow democrats by selecting him as the Minority Leader as he is truly moved and he will do the best that he can to his ability. He asked for everyone's patience along with their trust and thanked everyone for the honor. He made a mention of Member Stewart; his fellow desk mate will be the Minority Whip. Member Stewart will help when it is needed if necessary. He thanked the past members that have served on this board; we salute you for the years of dedicated service. He also congratulated the Countywide Officeholders and also the newly elected/re-elected County Board Members. They have a tough role to hold down and now the real work begins. As everyone knows, they are elected under a certain party label. He urged all members to leave their "donkey and elephant" in the parking lot. Once elected, don't forget why you are here. The County Board Members are there to serve the citizens of Will County and they expect the best from them. Dysfunctional partisanship has no place in this board room. And yes, there will be times there will be a "vigorous debate", when that happen make sure it is done right for the citizens of this county. By working together, government works the best. He thanked and blessed everyone.

Executive Walsh thanked everyone for taking time out of their busy schedules; this is a great showing of support and participation by the families, friends, and general public here in Will County, it is appreciated. He gave a special thanks to Will County's Elected Officials. He announced Senator A.J. Wilhelmi, Representative Careen Gordon, and Representative Jack McGuire and thanked them for taking time out of their very busy schedules. Most importantly he thanked to the friends and family for being here today. He offered everyone a congratulation for being there today. He is looking forward to great things being done by the Will County Government.

Member Singer made a motion, seconded by Member Deutsche to adjourn until December 18, 2009 at 9:30 a.m.

MOTION CARRIED BY VOICE VOTE.