

REORGANIZATIONAL MEETING  
MONDAY, DECEMBER 6, 2010  
NINE THIRTY A.M.

UNITED STATES OF AMERICA  
STATE OF ILLINOIS  
COUNTY OF WILL

County Executive Walsh welcomed everyone present to the Reorganizational Meeting of the Will County Board.

County Executive Walsh introduced the newly elected and re-elected County Board members by Districts. They will file in here and stand in front of the podium.

The procession began of newly elected or re-elected County Board Members by district as County Executive Walsh called their names.

County Executive Walsh announced the following County Board Members: from District #3, Member Ann Dralle, Member Suzanne Hart, and Member Laurie McPhillips; District #5, Member John F. Argoudelis, Member Lee Ann Goodson and Member Brian J. Smith; from District #8, Member Denise E. Winfrey; and from District #9, Member Walter G. Adamic, Member Joseph M. Babich and Member Stephen M. Wilhelmi.

County Executive Walsh asked everyone to stand for the posting and presentation of the Colors by Cantigny VFW Post #367.

Member May led the Pledge of Allegiance to our Flag.

Member Gould introduced Father Christopher Groh, St. Mary Nativity Church in Joliet, who delivered the invocation.

Retreat of the Colors by Cantigny VFW Post #367.

County Executive Walsh announce it is truly an honor to introduce the next gentleman who is going to administer the oath of office to our new County Board Members; the Honorable Chief Judge, Judge Gerald R. Kinney.

Judge Kinney came forward and said thank you very much County Executive Walsh and good morning to everyone. I congratulate all of you, first of all, on your election victory and good luck in this term. In County government, you need all the good people we can get to stand up and work in government these days and I know we have a good group here.

Judge Kinney administered the oath of office to all the newly elected and re-elected County Board Members:

District #3

Ann Dralle  
Suzanne Hart  
Laurie McPhillips

District #5

John F. Argoudelis  
Lee Ann Goodson  
Brian J. Smith

District #8

Denise E. Winfrey

District #9

Walter G. Adamic  
Joseph M. Babich  
Stephen M. Wilhelmi

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

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

County Executive Walsh called the meeting to order.

Roll call showed the following Board members present: Bilotta, Adamic, Deutsche, Singer, Laurie Smith, Weigel, Dralle, Hart, McPhillips, Kusta, Maher, Argoudelis, Goodson, Brian Smith, Gould, May, Konicki, Seiler, Brooks, Stewart, Winfrey, Babich, Wilhelmi and Moustis. Total: Twenty-four.

Absent: Anderson, Traynere and Rozak. Total: Three.

COUNTY EXECUTIVE WALSH DECLARED A QUORUM PRESENT.

Also present were: Auditor, Duffy Blackburn; Circuit Clerk, Pam McGuire; County Executive Walsh; Recorder of Deed, Karen A. Stukel; Treasurer, Steve Weber and Chief Judge, Jerry Kinney.

Members of the Media present were: Cindy Cain, The Herald News.

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

Voting Affirmative were: Bilotta, Adamic, Deutsche, Singer, Laurie Smith, Weigel, Dralle, Hart, McPhillips, Kusta, Maher, Argoudelis, Goodson, Brian Smith, Gould, May, Konicki, Seiler, Brooks, Stewart, Winfrey, Babich, Wilhelmi and Moustis. Total: Twenty-four.

No negative votes.

THE CERTIFICATE OF PUBLICATION IS PLACED ON FILE.

Member Moustis presented Resolution #10-406, Setting Forth Governance Rules and Procedures for the Will County Board in the County of Will, State of Illinois. Member Moustis stated, these are the County Board Rules. Currently we are not recommending any changes. That does not mean that we don't continually look at our rules throughout the year. This will be an item, going forward this year, to review the rules.

Member Moustis made a motion, seconded by Member Singer, to approve Resolution #10-406.

**GOVERNANCE RULES AND PROCEDURES  
FOR THE WILL COUNTY BOARD  
IN THE COUNTY OF WILL, STATE OF ILLINOIS**



**JIM MOUSTIS, CHAIRMAN**

**JIM BILOTTA, MAJORITY LEADER**

**WALTER G. ADAMIC, MINORITY LEADER**

**ADOPTED DECEMBER 6, 2010**

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## **RESOLUTION #10-406**

### **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 6<sup>th</sup> day of December, 2010.

Vote: Yes\_\_\_ No\_\_\_ Pass\_\_\_\_\_

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

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2010

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

County Executive Walsh asked if there are any questions.

Member May stated, Member Moustis, our side when we met at caucus we had some questions concerning making some amendments to the rules...basically about the Executive Committee, the number of Members and another issue. We are wondering what procedure would we have to do. Would that come up at the come up at the next meeting, would we put this to you in writing, how would that be done?

Member Moustis responded, generally we make a determination of which Committee will review the rules. Generally, the Legislative Committee will give their recommendations to the rules, and then they forward it to the Executive Committee. When it is submitted to the there is not a lot of discretion, Member May in the appointments to the Executive Committee. The rules are very specifically say who will be on the Executive Committee. Basically it is comprised of Leadership, which is the

Chairman, the Majority Leader and Minority Leader. Then it is the Chairman of the standing Committees and then it very specifically says there will be four Members of the minority party appointed. It is a 14 Member Board. I don't know how you make it any larger. You might as well just have a Committee of the Whole if you are going to make it much larger. So I don't think that everyone who is currently on that Committee, I don't know how you would not have one. Now certainly, the majority gets more Members appointed, because they are the Chairs of the Committees. I don't know how else you would do it. I'm just saying there is not a lot of discretion, outside of expanding the Committee, and I don't know how you make the Committee larger than 14.

Member May continued, what we were thinking is that I can help you with that Membership. We were thinking that because this side of the aisle is Democrats with 41 percent of the Board, but we are only 21 percent of the Executive Committee, we would like to see that 41 percent of the Members of the Executive Committee represent this side of the aisle. Maybe that would entail, if you don't want to increase the Board...just leave it at 14, you will have to pick some Members on this side to Chair some of the Committees. That is what we would like you to consider.

Member Moustis stated that is unlikely...that the minority party would actually Chair the Committee. That is not only unlikely here, it is unlikely in any legislative committee, that I have ever come across whether it is the State Legislature...you know when Speaker of the House, Michael Madigan starts putting the minority parties in charge of Committees that will be interesting. It is not done on the State level, it's not done on the Federal level, and it is not done on the Local level. So I think that is unlikely. Even though this Board at times, I think one time, did make the minority party a Chairman of a Committee. But I think it is unlikely it will happen this time. I have already actually made out the Chairmen for this session, at least. I am putting forward some recommendations. So I just don't think...it is not the way legislative bodies function, plain and simple. So I don't think that is likely. But let me also point something out to you. It depends on how you want to look at it. You could say that you are 41 percent of the body. I would say you are 30 percent of the Districts. I would look at it more by District than I would by Members, to be honest with you. You are 30 percent or 33 percent of the District majorities, that would be Districts #1, 8 and 9. The rest of the majority of the Districts are Republican. So it depends on how you want to look at it...whether you are going to do it by District or by Membership. I would say you actually represent 33 percent of the Districts.

County Executive Walsh asked is there anymore discussion.

Member Babich stated, this is for our County Board Chairman Moustis. In the past we were promised on our side of the aisle some Vice-Chairmanships. I believe last year we only had one. Is there any agreement this year that we can get one or two maybe to be Vice-Chairs?

Member Moustis responded, Member Babich I don't think that there was ever any promises, certainly there was discussion about Vice-Chairs and I do have those discussion with the majority and minority leaders as I will this time. We always sit down

and we talk and things change and what I am going to present will include at least one Vice-Chairman from the minority.

County Executive Walsh asked are there any other questions.

Member Adamic stated thank you County Executive Walsh and fellow Board Members. We will have those discussions, I think at a later date, I believe tomorrow and we will discuss the various positions that will be on the various Committees for our Board Members here and also Chairmanship and Vice-Chairmanships and so forth. Member Moustis, we would always welcome a Christmas present if you want us to serve on a Committee. It is St. Nicholas Day, by the way. The other thing I wanted to ask with regards to the Rules, it is my understanding in talking to you in the last week or so, that we will have a discussion in regards to any amendments on the Rules. It would be sooner rather than later, right?

Member Moustis responded it will be sooner than later. I think what we will probably do, is I will ask all the Board Members if they have any concerns about specific County Board rules, which we will then list. Then the leadership will sit down and see what items on that list they might want to take out. There is one other thing I would like to mention. That is that and this is to the minority side of the body. I have always valued your contributions and I have always valued your opinions, even if I didn't agree with them, just as I value all of those on the majority side. But, when structuring committees it is a matter of the majority and the minority and you know the majority has a little more influence on how they get their assignments, because they are the majority. I don't know how else to put it. I mention that, because I want you to know that I value the whole body and certainly I value the contributions from the minority side. In many instances, you have changed my positions on things, so regardless of what the makeup of the committee is, it doesn't mean that you don't bring a lot of value and it doesn't mean that you don't influence what goes on. I want to make that clear.

County Executive Walsh asked any more discussion?

Voting Affirmative were: Bilotta, Adamic, Deutsche, Singer, Laurie Smith, Weigel, Dralle, Hart, McPhillips, Kusta, Maher, Argoudelis, Goodson, Brian Smith, Gould, May, Konicki, Seiler, Brooks, Stewart, Winfrey, Babich, Wilhelmi and Moustis.  
Total: 24

No negative votes.

RESOLUTION #10-406 IS APPROVED.

#### NOMINATION OF COUNTY BOARD CHAIRMAN

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

Member Bilotta made a motion, seconded by Member Kusta, to nominate Member Moustis as County Board Chairman.



Executive Walsh asked are there any other nominations for County Board Chairman?

Member Stewart made a motion, seconded by Member Brooks, to close nominations.

MOTION TO CLOSE NOMINATIONS BY VOICE VOTE CARRIES.

Voting Affirmative were: Bilotta, Adamic, Deutsche, Singer, Laurie Smith, Weigel, Dralle, Hart, McPhillips, Kusta, Maher, Argoudelis, Goodson, Brian Smith, Gould, May, Konicki, Seiler, Brooks, Stewart, Winfrey, Babich, Wilhelmi and Moustis. Total: Twenty-four.

No negative votes.

MEMBER MOUSTIS IS ELECTED COUNTY BOARD CHAIRMAN.

County Executive Walsh congratulated County Board Chairman Moustis.

Member Moustis said thank you County Executive Walsh and thank you Board.

NOMINATION OF MAJORITY LEADER.

County Executive Walsh asked for nominations for Majority Leader.

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

Executive Walsh asked for further nominations.

Member Kusta made a motion, seconded by Member Brian Smith, to close nominations.

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

Voting Affirmative were: Bilotta, Singer, Laurie Smith, Weigel, Dralle, Hart, McPhillips, Kusta, Maher, Argoudelis, Goodson, Brian Smith, Gould, Konicki and Moustis. Total: Fifteen

No negative votes

MEMBER BILOTTA IS ELECTED MAJORITY LEADER.

## NOMINATIONS FOR MINORITY LEADER

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

Executive Walsh asked for further nominations.

Member Stewart made a motion, seconded by Member May, to close nominations.

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

Voting Affirmative were: Adamic, Deutsche, May, Seiler, Brooks, Stewart, Winfrey, Babich, Wilhelmi. Total: Nine.

No negative votes

MEMBER ADAMIC IS ELECTED MINORITY LEADER.

## COMMITTEE APPOINTMENTS

Member Moustis announced on the Committee appointments as was stated earlier, I will sit down with the majority and minority leaders and we will do the Committee assignments. The only Committee that I have done at this point is the Executive Committee and we will be meeting this Thursday. I will wait for Member Adamic to put the appointments from the minority side on the Executive Committee. Briefly, I will say to the majority side that the Chairmen of the Committees have not changed going forward so you are on that. Member Singer you remain on the Committee and Member Laurie Smith is going on the Committee. So don't forget that we will have a meeting on Thursday, December 9, 2010. Member Adamic will make the appointments to the Executive Committee from his side of the aisle. The rest will be done...by the end of the week everyone will know their Committee assignments. If you have not let the majority and the minority leader and myself know what your desires then, you will just be placed on Committees. We do the best we can to give everyone their number one choice on the Committees, so please make sure you let us know what your preferences are.

The only other item I would like to mention, and here again I am probably directing this more toward the minority side of the aisle, you probably noticed that we had a lot of Committee of the Wholes last year. I will tell you that I have been on this Board for 19 years and this is the only time we had Committee of the Whole starting last year. Certainly, I treasure going that direction. Very specifically on very important issues that I think have an impact...a greater impact I call and ask for a Committee of the Whole to be held. Both Member Bilotta and Member Adamic agreed with that. I am going to continue doing that. Here again, that is to let you know that we are a Committee of the Whole where everybody is there, everybody has a say. I would also mention that anytime Member Adamic feels he would like to see a Committee of the

Whole be called, on a certain item, he certainly has that privilege. Having said that, when you are assigned a Committee, you need to show up. If you are committed, you need to be committed, we need your participation at these Committees, so please attend. We know that sometimes the scheduling is difficult. I know everyone here has to go out and make a living, this is not how you make your living, it would be nice if you could do it on \$23,000.00 per year, but for most people it won't work. That concludes my comments on Committee assignments.

County Executive Walsh said moving on to item 15 comments...Member Bilotta.

Member Bilotta stated, thank you everybody and congratulations to all the new Board Members. I look forward to working with you. We have two new ones. We will have a new Member in District 1 replacing Member Anderson who was elected Judge and will be sworn in this afternoon. I just want to let everybody know that the duty of the Majority Leader I am able to select a Majority Whip and I have selected Member Laurie Smith. She has done a great job for us already. Has everybody noticed there is an informational packet on your desk. Member Laurie Smith put that together (inaudible) thank you for taking the lead and getting that done. Member Kusta you were a great Whip and I know it is very time demanding and thank you very much. I tried to get him to take the Leader. He was like "no way". Thank you.

County Executive Walsh said thank you...Member Adamic.

Member Adamic stated, thank you County Executive Walsh and fellow Board Members. It is a privilege to be here today and we certainly owe the honor to the voters that put us here today. I want to also thank Cantigny VFW Post #367 in Joliet for their past service to their Country as well as to us here today. They should not be forgotten. They have given a lot and they have done a lot for us here in this County. I appreciate their service.

The other thing, I think we need to get some business out of the way. Member Stewart is going to remain our Minority Whip. Again, I want to thank the voters for putting us here today. They have put us here to do some work. The election is over. Leave your donkey and elephant in the parking lot and remember what we are on this Board for...and do what is best for the citizens of this County. That has always been my philosophy because I think government works best when we work together. Truly, when everybody is rowing the boat in the same direction we accomplish far greater things than when someone pulls one side and the other pulls their side and you get nowhere. So keep that in mind. Use your brains and use your hearts when you go to make your decisions. I thank you very much and have a good day.

County Executive Walsh replied thank you.

Member Laurie Smith said thank you for making me your Majority Whip. I am sure that we will have many good days together. Also thank you to all those new Board Members. When I got sworn in, fortunately I had been with the County for 27 years. But the new Board Members it was a little difficult for them to maneuver around the County and know where to get things. So my first priority was to...with Mr. Bruce

Friefeld and Ms. Karen Burke was to put together, like an orientation packet. But we gave one to everyone. This gives you the rules, the phone numbers, where to go, where the buildings are, our Ethics Ordinance, so please keep these. Also, we are going to have an orientation, a little meeting, it is not going to take a lot of your time. But, I would love for the new County Board Members plus some of the more mature County Board Members to attend. We are going to have the State's Attorney there doing the Ethics and just little things. We are going to show you how to do your mileage on line. So there is a lot of information in here. If you have questions, that would be the time. Thank you all and I hope you enjoy your book.

County Executive Walsh replied thank you Member Laurie Smith.

Member Moustis stated, I wanted to mention the Executive Committee will be held this Thursday, December 9<sup>th</sup>. We distributed the agenda to all Members and of course, all Members are always welcome to come. Just so everyone knows, you did receive your agenda. Be ready to go on Thursday.

Member Moustis continued, I know this is more ceremonial, but I wanted to mention the passing of Member Rozak's mother. It was very unfortunate. She went in for some relatively...surgery that was not...complications from surgery were certainly unexpected and the passing. The wake will be today at Fred C. Dames Funeral Home and the funeral tomorrow. I know I speak for the entire Board when I say our heartfelt sympathy goes out to the Rozak family and I just wanted us to not adjourn before we acknowledge that. I don't know if you intended on mentioning that County Executive Walsh, you usually do, but just in case I wanted to make sure we mentioned that.

County Executive Walsh said, thank you Member Moustis. With that, I want to offer my congratulations to all of our newly elected and re-elected County Board Members. I look forward to two very productive years that will be coming up. A lot of things that are on our plates. So as Member Adamic said, if we row the boat in the same direction and work together there are a lot of things that we can get accomplished. If there is nothing more to come before this Board, we will stand adjourned until Thursday, December 16, 2010 at 9:30 a.m. Thank you everyone.