



**SWEARING IN OF ELECTED OFFICIALS
AND
WILL COUNTY BOARD REORGANIZATIONAL MEETING**

302 N. CHICAGO ST.

JOLIET, IL 60432

DECEMBER 1, 2014

County Board Room

9:30 AM

I. PROCESSION AND INTRODUCTION OF NEWLY ELECTED/RE-ELECTED COUNTY BOARD MEMBERS AND COUNTY OFFICIALS BY COUNTY EXECUTIVE LAWRENCE M. WALSH

Executive Walsh stated good morning everyone and welcome to the swearing in Reorganizational meeting this morning. If all our Board members would please take their seats. I think our gallery is already filled, so squeeze in. We have a microphone in the foyer for you.

Executive Walsh stated it is my honor to introduce as we have the procession of the newly elected and re-elected County Board members and County Officials. First, our Will County Clerk, Nancy Schultz Voots; next, County Sheriff Mike Kelley; County Treasurer, Steve Weber; from County Board District 2, Mr. Jim Moustis; from District 2, Mr. Cory Singer; County Board District 5, Mr. Darren Bennefield; County Board District 5, Ms. Gretchen Fritz; County Board 9, Ms. Annette Parker; County Board 9, Ms. Lauren Staley-Ferry; from County Board 11, Ms. Suzanne Hart; and from County Board 11, Mr. Charles "Chuck" Maher. Would everyone please stand for the posting and presentation of our colors by Cantigney VFW Post 367.

II. PLEASE STAND FOR THE POSTING/PRESENTATION OF COLORS - CANTIGNY VFW POST #367

III. PLEDGE OF ALLEGIANCE TO THE FLAG

Member Babich led the Pledge of Allegiance.

IV. INVOCATION - FATHER VYTAS MEMENAS

Member Gould introduced Father Vytas Memenas from Holy Family Church in Shorewood, IL.

V. REMAIN STANDING FOR RETIRING OF COLORS

VI. OATH OF OFFICE ADMINISTERED TO COUNTY CLERK NANCY SCHULTZ VOOTS BY STEVEN VOOTS

Executive Walsh stated the first oath of office is going to be administered to our Will County Clerk, Nancy Schultz Voots, by her husband Steven Voots.

Mr. Steven Voots stated good morning everyone. Before we get started with swearing in County Clerk Voots, when I agreed to do this for her, she promised me I could say a few words here this morning. She said keep it brief and try not to sound like a politician, because there's plenty of them in the room already. Anyway, I just want to say that I feel very lucky today. Not only do I think that...maybe this is a first for Will County, a husband

swearing in his County-wide elected official wife, but also because she picked me to do this. She probably could have picked a lot of the County leaders, government leaders, community leaders in the room, but she picked me. And to be honest with you, I was rather surprised. I asked her, "Why me?" and she was very sincere, she told me that we've been through a lot together and you're my best friend and I want to share this moment with you. So, that's the reason I feel very lucky. Best friend, great mother, great County Clerk, and, I always call her "best wife ever." As a matter of fact, I bought her a couple of years ago at Christmas a little globe and it has a plaque on it and it says "best wife ever." Stop by her office, it's sitting on her desk. She'd be happy to show it to you. But more importantly today, I feel that the Will County voters are very lucky today, too, because County Clerk Voots and I go back a long way. When she first started at the County Clerk's office, was back in high school, 1975. And that's when she and I met and started dating, and as you can imagine, during that long period of time, there's been a lot of conversations at our dinner table about elections and County politics and so on. And I can tell you that there's no one more dedicated to her office than County Clerk Voots. The services that her staff and she provide the County, the integrity of the elections and just doing right for the County voters is the most important thing to her. So, I think we should all feel very lucky that we have her.

County Clerk voots stated thank you.

Mr. Steven Voots stated thank you for sharing this moment with me and let's start this, "best wife ever."

County Clerk Voots stated thank you everyone for coming. I am proud and honored to be your Will County Clerk. I want to thank quite a few people. I want to thank my husband for 35 years that we have been married. And I also want to thank the voters for voting for me in each election, and I dedicate my next four years to doing the best possible job I could possibly do. But I also want to thank my staff. I wouldn't be here if it wasn't for my great staff that we have. So I know everybody's standing but could you at least wave, my staff out there? You guys do a great job, I love you guys. The legislators keep adding more responsibilities to our office, but we get the job done. And the most important thing that I always say is the integrity of the election process, and no matter who comes in my office, you're going to be treated fairly. I also want to thank my family, because I wouldn't be here if it wasn't for...my mom's out in the audience and my son, Max, he's in Minnesota. My dad's not with us this time but four years ago he was. He was sitting right here. I miss him very much. And my daughters in heaven. My brothers, my sisters, and all my brother-in-laws; we have a big family. That's one thing I can always say...family sticks with you from the beginning to the end. So, I'm very proud to have a great family. Thank you and I hope everyone has a Merry Christmas. Thank you.

VII. OATH OF OFFICE ADMINISTERED TO SHERIFF MIKE KELLEY BY COUNTY CLERK NANCY SCHULTZ VOOTs

Executive Walsh stated next the office of Will County Sheriff, Mike Kelley. The oath of office will be administered by County Clerk Voots.

County Clerk Voots stated congratulations Mr. Mike Kelley; and I'm proud that you asked me to swear you in too; thank you.

Sheriff Mike Kelley stated thank you County Clerk Voots, I appreciate it. I'll be quick. I'd like to thank my family, my wife, my sons (inaudible) are in the audience. My mom, my dad, everybody that's here. But most importantly, I'd like to thank the men and women of the Will County Sheriff's department. Their hard work and dedication to help me along this journey means the world to me. That just goes to show the hard work and dedication that the department has from top to bottom, without a doubt, we some of the finest officers in the state of Illinois or in the Country. I pledge to them, along with the citizens of Will County, to hold this office with great respect and loyalty to the Sheriff's Department and to the citizens of Will County. Thank you very much everybody.

VIII. OATH OF OFFICE ADMINISTERED TO TREASURER STEVE WEBER BY HONORABLE DINAH LENNON ARCHAMBEAULT

Executive Walsh stated next the oath of office administered to Treasurer Steve Weber by the Honorable Dinah Lennon Archambeault.

The Honorable Dinah Lennon Archambeault stated thank you, Executive Walsh. Mr. Steve Weber thank you for this honor, my good friend; I'm so honored to swear you in.

Treasurer Steve Weber stated thank you, Honorable Dinah Lennon Archambeault and thank you folks for trusting me with the leadership of another four years at the Will County Treasurer's office. I like to think of this office as one of the most important offices, of course, in the County. We're the County's bank for those of you who don't know what we do. A quarter of a million dollars comes in and out of our office. We invest about \$350 million of those monies. This year, \$2.2 billion will go through this office. It's vitally important that we pay the bills. I take it very seriously. I love what I do. But part of that passion that I have for this office is because of my great staff. So I want to recognize my tremendous staff...they're awesome; raise your hands. Thank you. I save the best for last; I want to thank my family too. My wife Ms. Jenny Weber, my daughters, my mom and dad, my mother-in-law, I couldn't have done it without their help. I like to keep it simple, I get the job done, I like to get results and I want to share that for some of the first time leaders coming in today. This is your time, so make the most of it. Thank you very much.

IX. OATH OF OFFICE ADMINISTERED TO COUNTY BOARD MEMBERS BY COUNTY CLERK NANCY SCHULTZ VOOTs

X. MOTION TO SEAT THE NEWLY ELECTED/RE-ELECTED COUNTY BOARD MEMBERS

Member Babich made a motion, seconded by Member Ferry, to seat the newly elected/re-elected County Board members.

XI. CALL TO ORDER

XII. ROLL CALL

Attendee Name	Title	Status	Arrived
Robert Howard	District 1 (D - Beecher)	Present	
Judy Ogalla	District 1 (R - Monee)	Present	
Jim Moustis	District 2 (R - Frankfort)	Present	
Cory Singer	District 2 (R - Frankfort)	Present	
Donald A. Moran	District 3 (D - Romeoville)	Present	
Beth Rice	District 3 (D - Bolingbrook)	Present	
Kenneth E. Harris	District 4 (D - Bolingbrook)	Present	
Jacqueline Traynere	District 4 (D - Bolingbrook)	Present	
Darren Bennefield	District 5 (R - Aurora)	Present	
Gretchen Fritz	District 5 (R - Plainfield)	Present	
Ragan Freitag	District 6 (R - Wilmington)	Absent	
Donald Gould	District 6 (R - Shorewood)	Present	
Steve Balich	District 7 (R - Homer Glen)	Present	
Mike Fricilone	District 7 (R - Homer Glen)	Present	
Herbert Brooks Jr.	Speaker, District 8 (D - Joliet)	Present	
Denise E. Winfrey	District 8 (D - Joliet)	Present	
Annette Parker	District 9 (R - Crest Hill)	Present	
Lauren Staley-Ferry	District 9 (D - Joliet)	Present	
Joseph M. Babich	District 10 (D - Joliet)	Present	
Stephen M. Wilhelmi	District 10 (D - Joliet)	Absent	
Suzanne Hart	District 11 (R - Naperville)	Present	
Charles E. Maher	District 11 (R - Naperville)	Present	
Margo McDermed	District 12 (R - Mokena)	Present	
Tom Weigel	District 12 (R - New Lenox)	Present	
Liz Collins	District 13 (R - Plainfield)	Present	
Mark Ferry	District 13 (D - Plainfield)	Present	

XIII. DECLARING A QUORUM PRESENT**XIV. MOTION TO PLACE ON FILE THE CERTIFICATE OF PUBLICATION****Motion to Place on File the Certificate of Publication**

RESULT:	APPROVED [23 TO 0]
MOVER:	Donald A. Moran, District 3 (D - Romeoville)
SECONDER:	Donald Gould, District 6 (R - Shorewood)
AYES:	Howard, Ogalla, Moustis, Singer, Moran, Rice, Harris, Traynere, Bennefield, Fritz, Gould, Balich, Fricilone, Brooks Jr., Winfrey, Parker, Staley-Ferry, Hart, Maher, McDermed, Weigel, Collins, Ferry
ABSENT:	Freitag, Wilhelmi
AWAY:	Babich

XV. ADOPTING COUNTY BOARD RULES

1. **14-347 GOVERNANCE RULES AND PROCEDURES FOR THE WILL COUNTY BOARD
IN THE COUNTY OF WILL, STATE OF ILLINOIS**

RESULT:	APPROVED [23 TO 0]
MOVER:	Jim Moustis, District 2 (R - Frankfort)
SECONDER:	Charles E. Maher, District 11 (R - Naperville)
AYES:	Howard, Ogalla, Moustis, Singer, Moran, Rice, Harris, Traynere, Bennefield, Fritz, Gould, Balich, Fricilone, Brooks Jr., Winfrey, Parker, Staley-Ferry, Hart, Maher, McDermed, Weigel, Collins, Ferry
ABSENT:	Freitag, Wilhelmi
AWAY:	Babich

XVI. NOMINATION AND ELECTION OF BOARD LEADERSHIP

County Board Speaker

Member Maher stated yes, Executive Walsh, I move to put Member Moustis as being up for Speaker.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Charles E. Maher, District 11 (R - Naperville)
SECONDER:	Cory Singer, District 2 (R - Frankfort)
AYES:	Howard, Ogalla, Moustis, Singer, Moran, Rice, Harris, Traynere, Bennefield, Fritz, Gould, Balich, Fricilone, Brooks Jr., Winfrey, Parker, Staley-Ferry, Babich, Hart, Maher, McDermed, Weigel, Collins, Ferry
ABSENT:	Freitag, Wilhelmi

Member Moustis stated I thank everyone for your support and I look forward to working with everyone on the upcoming year and I feel very positive that we're going to get a lot accomplished. Thank you very much.

Republican Caucus Chair

Member Hart stated I would like to nominate Member Charles "Chuck" Maher.

Executive Walsh stated Member Hart nominates Member Maher.

RESULT:	APPROVED [14 TO 0]
MOVER:	Suzanne Hart, District 11 (R - Naperville)
SECONDER:	Jim Moustis, District 2 (R - Frankfort)
AYES:	Ogalla, Moustis, Singer, Bennefield, Fritz, Gould, Balich, Fricilone, Parker, Hart, Maher, McDermed, Weigel, Collins
ABSENT:	Freitag, Wilhelmi
NOT VOTING:	Howard, Moran, Rice, Harris, Traynere, Brooks Jr., Winfrey, Staley-Ferry, Babich, Ferry

Executive Walsh stated Member Maher congratulations on being the Republican Caucus Chair.

Member Maher stated and I want to thank my Caucus for their support in this whole process. And, I'm not sure who put the Band-Aids here but I don't think we're going to get that bloody. I think we'll be able to work together across the aisles. I hope everyone has a wonderful Christmas.

Democratic Caucus Chair

Member Moran stated I nominate Member Brooks.

Executive Walsh stated Member Moran nominates Member Brooks.

RESULT:	APPROVED [10 TO 0]
MOVER:	Donald A. Moran, District 3 (D - Romeoville)
SECONDER:	Denise E. Winfrey, District 8 (D - Joliet)
AYES:	Howard, Moran, Rice, Harris, Traynere, Brooks Jr., Winfrey, Staley-Ferry, Babich, Ferry
ABSENT:	Freitag, Wilhelmi
NOT VOTING:	Ogalla, Moustis, Singer, Bennefield, Fritz, Gould, Balich, Fricilone, Parker, Hart, Maher, McDermed, Weigel, Collins

Member Brooks stated good morning and thank you everyone. Thank you to my Caucus as well for your vote for me and congratulations to Member Moustis and Member Maher as well and to all our seated new County Board members. I look forward to working with you all and I have to agree with the Republican Caucus already, we should not need Band-Aids. Thank you and God bless you.

XVII. COMMENTS

Member Moustis stated I do look forward to next year. We have many challenges in front of us and I think we can accomplish much in the next coming year. I also want to comment on one other thing about the role of Speaker. My role is to represent the entire County Board and to bring the County Board agenda forward. That's what I've done in the past and that's what I'll do in the future. I look forward to working with everyone on this floor. My policies have always been pretty open; I listen to everybody. And occasionally people can even get me to change my mind. Maybe more than occasionally. So I look forward to working with the County Board. Executive Walsh, we

go back a long way. Sometimes we've been thrown in the same direction and sometimes we may have been a little out of sync. But we always have been striving for the same goal. We have to do the best that we can for the people of Will County. I do look forward to working with you to accomplish much in the upcoming year. Thank you.

XVIII. ADJOURN TO DECEMBER 18, 2014

GOVERNANCE RULES AND PROCEDURES

15.1

FOR THE WILL COUNTY BOARD

IN THE COUNTY OF WILL, STATE OF ILLINOIS



JIM MOUSTIS, COUNTY BOARD SPEAKER

CHARLES "CHUCK" MAHER, REPUBLICAN CAUCUS CHAIR

HERBERT BROOKS JR., DEMOCRATIC CAUCUS CHAIR

ADOPTED DECEMBER 1, 2014

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EXHIBIT "A" – EMPLOYEE HIRE ADVICE & CONSENT REQUEST

EXHIBIT "B" – ORDINANCE #06-261 (Pages 1-11)

RESOLUTION # 14-347

**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 Speaker
- 1.04 Duties of Legislative Republican Caucus Chair and Democratic Caucus Chair
- 1.05 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/CBMs"*). 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 of 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 Speaker, a Legislative Republican Caucus Chair and Legislative Democratic Caucus Chair; 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 Speaker.

- A. The County Board Speaker shall preside over Board meetings in the temporary absence of the elected County Executive when the County Executive has failed to

designate a board member to preside over the board meeting. As the presiding officer of the Executive Committee, the County Board Speaker 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 Speaker shall be the presiding officer at all times that the Will County Board meets as a "Committee of the Whole" and in his absence the Republican Caucus Chair shall preside.

B. The County Board Speaker 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 Speaker. The County Board Speaker 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. The Executive and Judicial Branch of county government and elected officials shall work directly through the County Board Speaker 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.

1.04 Duties of the Legislative Republican and Democratic Caucus Chairs

A. The Legislative Republican and Democratic Caucus Chairs shall provide floor leadership for all Republican and Democratic 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 opposite Legislative Republican and Democratic Caucus Chair 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 Republican and Democratic Caucus Chairs shall be the Chief spokesmen of their respective parties on the floor, shall be members of the Executive Committee, and shall be ex-officio members 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. The Legislative Republican and Democratic Caucus Chairs shall each appoint a Legislative Whip, to be known as the Republican and Democratic Whip who shall assist its Legislative Republican or Democratic Caucus Chair, at the Caucus Chair's direction, in the performance of the Republican and Democratic Caucus Chair's duties. In the absence of the Republican or Democratic Caucus Chair, the Legislative Republican or Democratic Whip shall serve as an ex-officio member of all committees for the purpose of establishing a quorum with voting privileges.

C. In the absence of the Legislative Republican or Democratic Caucus Chair or Whip, the County Board Members of the Republican or Democratic political party may designate a leader "pro tem" who shall act and serve on committees in the Leader's place with like authority.

1.05 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 recessed August 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 close of business on 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 the next month is e-mailed to each County Board Member (CBM) on the Wednesday before 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" (New/Replacement Hire List) for approval at the current month's County Board meeting is included in the Executive Committee agenda for the second (2nd) 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 Speaker, Legislative Republican and Democratic Caucus Chair 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 Speaker, in consultation with the Legislative Republican and Democratic Caucus Chairs, shall appoint the Chair of each standing committee from the membership of the Republican or Democratic parties, 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 Speaker 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 5 members, except the following:

➤ The Executive Committee, which shall consist of at least eleven (11).

B. The date and time of a committee's meeting shall be set by the County Board Speaker 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 review and oversight of the Community Development Block Grant Program, including recommendations to the Board for grant proposals. Economic development; hearings on the issuance of County licenses, in accordance with State Statutes and local resolutions and ordinances.
- vi. 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.
- vii. 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 Speaker
- Legislative Republican and Democratic Caucus Chairs or, in the absence of the Legislative Republican or Democratic Caucus Chair, the Republican or Democratic Whip;
- Chair of each of the seven (7) other standing committees of the Board or, in the absence of any such Chair, then the

Committee Chair may request of the Executive Committee Chair that the Vice-Chair attend in his stead; and

- In addition to the County Board Speaker, Legislative Republican and Democratic Caucus Chair and Committee Chairs, all remaining members shall be determined by leadership.

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. The recommendation of 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. 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 but not limited to 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, and the Probation Department..

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. The 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. The review, adoption, and modification of 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. The examination and review of 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. The 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. The 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 Speaker 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 Speaker, 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 Speaker 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. Acknowledgement of Elected Officials and Media Present
9. Honorary Resolutions/Proclamations
10. Old Business - Executive Vetoes
11. New Business - Committee Reports and Recommendations
12. Appointments by the County Executive
13. Public Comment
14. Announcements by the Legislative Republican Caucus Chair,
Democratic Caucus Chair, and County Board Speaker
15. Executive Session
16. 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 and Public Comment.

A. 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:

1. The purpose of the comment pertains to an item specifically placed on the agenda

2. The comment is in a Public Hearing
3. An otherwise permitted Public Comment
4. Upon a motion made to "suspend the rules"

Then such person shall be allowed to address the Board for a period of two minutes only, unless extended by the Committee or Board Chair. However, when the County Board Speaker or Legislative Republican or Democratic Caucus Chair 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.

B. Public Comment: Consistent with 5 ILCS 120/2.06(g) and reasonable constraints determined by the Will County Board, at each regular or special meeting of the Board or its committees that is open to the public, members of the public may request a brief time on the approved agenda of the meeting to address the Board or committee on relevant matters within its jurisdiction. Committees of the Board review items of business and make adjustments and endorsements as appropriate for further consideration by the Full Board. Public comments are generally most useful at meetings of Board committees, where proposals are first considered and the time for interaction most feasible.

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. All agendas and attachments are available online at www.willcountyboard.com or may be viewed in the Administrative Office of the Will County Board, 302 N. Chicago St., 2nd Floor, Joliet, IL. 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 Speaker 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 Vote. Any member in attendance may vote "Yes", "No", or "Abstain", on any matter before the Board. A roll call vote may be requested by any member on any matter before the Board.

3.11 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.

3.12 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 20____ 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 _____, 20____. (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 ____ 20____, the Will County Board reconsidered the above (Ordinance, Resolution, Motion or Item of Appropriation as appropriate). The vote was _____Aye _____Nay _____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 ____ 20____, the Will County Board reconsidered the above (Ordinance, Resolution, Motion or Item of Appropriation as appropriate). The vote was _____Aye _____Nay ____ 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.

3.13 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 AND BUSINESS/TRAVEL REIMBURSEMENT

4.01 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.

4.02 Business/Travel Reimbursement: Due to budgetary constraints, Board Members shall be entitled to business and travel reimbursement consistent with the *Will County Business/Travel Reimbursement Regulations* (Effective: April 1, 2008) and subject to the approval of their respective Caucus Chair and Speaker.

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

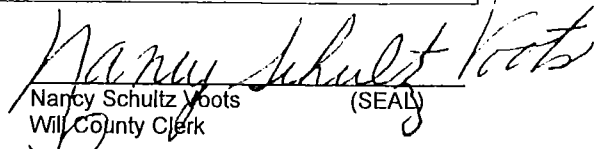
This Resolution shall be effective immediately upon its passage and adoption by the Will County Board and approval of the Will County Executive.

Adopted by the Will County Board this 1st day of December, 2014.

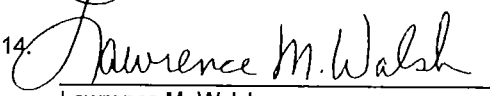
AYES:	Howard, Ogalla, Moustis, Singer, Moran, Rice, Harris, Traynere, Bennefield, Fritz, Gould, Balich, Fricilone, Brooks Jr., Winfrey, Parker, Staley-Ferry, Hart, Maher, McDermid, Weigel, Collins, Ferry
ABSENT:	Freitag, Wilhelmi
AWAY:	Babich

Result: Approved - [Unanimous]

Approved this 9th day of December, 2014.


Nancy Schultz Voots
Will County Clerk

(SEAL)


Lawrence M. Walsh
Will County Executive