

**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE**

Finance/ Policy, Personnel, & Appointments/Justice & Social Services Agenda

County of Champaign, Urbana, Illinois

Wednesday, December 8, 2021 at 6:30 p.m.

Shields-Carter Meeting Room

Brookens Administrative Center

1776 East Washington Street, Urbana, Illinois

Agenda Items

Page #'s

I. Call to Order

II. Roll Call

III. Approval of Agenda/Addenda

IV. Approval of Minutes

A. September 30, 2021 – Special Finance Meeting (*to be distributed*)

B. November 9, 2021 – Regular Meeting (*to be distributed*)

V. Public Participation

VI. Communications

VII. Justice and Social Services

A. Monthly Reports – All reports are available on each department’s webpage through the department reports page at: <http://www.co.champaign.il.us/CountyBoard/Reports.php>

- Probation & Court Services – October 2021

B. Rosecrance Re-Entry Financial Report – October 2021 (*information only*)

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C. Other Business

D. Chair’s Report

E. Designation of Items to be Placed on the Consent Agenda

VIII. Policy, Personnel, & Appointments

A. County Executive

1. Monthly HR Report – November 2021

2-4

2. Appointments/Reappointments

a. Resolution appointing James Nonman to the Clements Cemetery Association, unexpired term ending 6/30/2023

5-6

b. Resolution appointing David Bright to the Nelson-Moore-Fairfield Drainage District, unexpired term ending 8/31/2022

7-8

c. Resolution appointing Lucas Rogers to the Nelson-Moore-Fairfield Drainage District, unexpired term ending 8/31/2023

9-10

d. Resolution appointing Issa Issantu (R) to the Champaign-Urbana Mass Transit District Board, term 1/1/2022-12/31/2025

11-12

- e. Currently vacant appointments – full list and information is available on the County’s website at:
<http://www.co.champaign.il.us/CountyExecutive/appointments/CurrentVacantOpenings.pdf> (*information only*)
- f. Applications for open appointments (*information only*) 13-15

- B. County Clerk 16
 - 1. Monthly Report – November 2021

C. Other Business

D. Chair’s Report

E. Designation of Items to be Placed on the Consent Agenda

IX. Finance

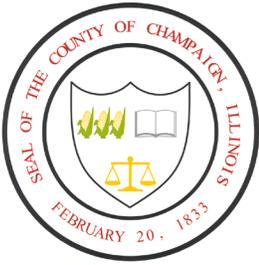
- A. Budget Amendments/Transfers
 - 1. Budget Amendment 21-00060 17-18
 - Fund 091 Animal Control / Dept 247 Animal Warden Services
 - Fund 091 Animal Control / Dept 047 Animal Control Admin
 - Increased Appropriations: \$23,144
 - Increased Revenue: \$22,325
 - Reason: Additional costs incurred in FY2021 (Facility security, vehicle damages and repairs, ballistic vests). Additional revenues are also reflected. See memo for more detailed information.
 - 2. Budget Amendment 21-00061 19-20
 - Fund 080 General Corporate / Dept 026 County Treasurer
 - Increased Appropriations: \$1,050
 - Increased Revenue: \$0
 - Reason: Required payout of benefits to previous employee totaling \$827. Current employee maxed out in comp time and required payment of OT.
 - 3. Budget Amendment 21-00063 21-23
 - Fund 080 General Corporate / Dept 030 Circuit Clerk
 - Increased Appropriations: \$538
 - Increased Revenue: \$0
 - Reason: Received AOIC Grant of \$8,000 for 2022 Expungement & Sealing Event. Need to spend \$538 of that for radio ads in 2021. The Circuit Clerk budget does not have the surplus spending authority to absorb this cost. Requesting authority to spend that \$538 now; we commit to no spending the allocated \$538 for this cost on something in 2022.
 - 4. Budget Transfer 21-00004 24-38
 - Fund 630 Cir Clk Operation & Admin / Dept 030 Circuit Clerk
 - Amount: \$68,000
 - Reason: Transfer personnel savings from elimination of financial manager position to nonpersonnel line in order to lock in 2021 costs prior 1/1/2022 price increases. There is no general fund budget or expenditure impact in FY2021 or FY2022

B. Treasurer	
1. Resolution authorizing the County Executive to execute a deed of conveyance of the County's interest or the cancellation of the appropriate certificate of purchase, permanent parcel 14-03-01-459-010	39
2. Resolution authorizing the cancellation of the appropriate certificate of purchase, permanent parcel 15-025-0423	40
3. Resolution authorizing the County Executive to assign mobile home tax sale certificate of purchase, permanent parcel number 04-006-0008	41
4. Resolution authorizing the County Executive to assign mobile home tax sale certificate of purchase, permanent parcel number 04-006-0228	42
C. Auditor	
1. Monthly Report – November 2021 - Reports are available on the Auditor's webpage at: http://www.co.champaign.il.us/auditor/countyboardreports.php	
D. State's Attorney	
1. Renewal of State's Attorney's Appellate Prosecutor Program for FY22	43-46
E. Circuit Clerk	
1. Ordinance revising civil fees to be charged by the Clerk of the Circuit Court	47-52
F. <u>Other Business</u>	
G. <u>Chair's Report</u>	
H. <u>Designation of Items to be Placed on the Consent Agenda</u>	
X. <u>Other Business</u>	
A. American Rescue Plan	
1. Agilis Duo Vote by Mail sorting machine (<i>information only</i>)	53-55
2. Award of RFP 2021-009 for Full Body Security Scanner (<i>information only</i>)	56
XI. <u>Adjournment</u>	

All meetings are at Brookens Administrative Center – 1776 E Washington Street in Urbana – unless otherwise noted. To enter Brookens after 4:30 p.m., enter at the north (rear) entrance located off Lierman Avenue. Champaign County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities. Please contact the Office of the County Executive, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.

Rosecrance, Inc (Formerly Community Elements)
 Champaign Co Re-Entry Grant
 For the Month Ending October 31, 2021

	July	August	Sept	Oct	Total YTD
1. Personnel Costs	\$23,289	\$22,439	\$22,982	\$23,437	\$92,147
2. Payroll Taxes/Benefits	\$5,710	\$6,058	\$4,963	\$4,895	\$21,626
Computer Hardware & Software	\$0	\$0	\$0	\$0	\$0
Total Equipment	\$0	\$0	\$0	\$0	\$0
Property Insurance	\$25	\$25	\$25	\$25	\$100
Building & Grounds Maintenance	\$0	\$0	\$0	\$0	\$0
Utilities	\$112	\$130	\$107	\$72	\$421
Janitorial Service	\$231	\$176	\$225	\$218	\$850
Equip Maintenance Agreements	\$74	\$56	\$86	\$48	\$264
Depreciation	\$369	\$389	\$389	\$390	\$1,537
Total Occupancy	\$811	\$776	\$832	\$753	\$3,172
Office Supplies	\$153	\$95	\$104	\$103	\$455
Contractual / Professional Fees	\$752	\$703	\$670	\$554	\$2,679
Travel / Training	\$261	\$163	\$246	\$527	\$1,197
Client Assistance	\$0	\$0	\$0	\$0	\$0
Other Rent	\$0	\$0	\$0	\$0	\$0
Telephone / Cell Phone	\$363	\$369	\$379	\$391	\$1,502
Liability / Malpractice Insurance	\$301	\$287	\$287	\$273	\$1,148
Moving & Recruiting	\$0	\$0	\$0	\$0	\$0
Total Program Expenses	\$31,640	\$30,890	\$30,463	\$30,933	\$123,926
ALLOCATED M&G	\$6,515	\$7,371	\$6,824	\$6,601	\$27,311
TOTAL EXPENSE	\$38,155	\$38,261	\$37,287	\$37,534	\$151,237
Re-Entry Indirect - 11.9% Max					
Max M&G Allowed	\$4,274	\$4,172	\$4,115	\$4,178	\$16,739
Champaign County Total	\$35,914	\$35,062	\$34,578	\$35,111	\$140,665
Champaign County Paid	\$8,333	\$8,333	\$8,333	\$8,333	\$33,333



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloeppel, County Executive

MONTHLY HR REPORT NOVEMBER 2021

VACANT POSITIONS LISTING

VACANT POSITIONS AS OF COB 11/30/2021

*** Highlighted vacancies were reported this month

FUND	DEPT	EMPLOYEE NAME	JOB TITLE	HOURLY RATE	REG HRS	REGULAR SALARY	FY 2021 HRS	FY 2021 SALARY
80	20	vacant 8/19/21 (Brock)	Accountant - Auditor	22.42	1950	43,719.00	1,957.5	43,887.15
80	22	vacant 11/19/21 (Jimenez)	Tax Extension Specialist	24.16	1950	47,112.00	1,957.5	47,293.20
80	28	vacant 9/23/21 (New Position)	Application Support Specialist	18.48	1950	36,036.00	1,957.5	36,174.60
80	30	vacant 12/23/20 (Belcher)	Executive Assistant	18.59	1950	36,250.50	1,957.5	36,389.93
80	30	vacant 4/30/21 (Blazaitis)	Financial Manager	39.02	1950	76,089.00	1,957.5	76,381.65
80	30	vacant 8/30/21 (Waldner)	Legal Clerk	15.50	1950	30,225.00	1,957.5	30,341.25
80	30	vacant 9/8/21 (Wilmore)	Legal Clerk	16.54	1950	32,253.00	1,957.5	32,377.05
80	30	vacant 8/31/21 (Cunningham)	Director of Operations	36.06	1950	70,317.00	1,957.5	70,587.45
80	30	vacant 10/11/21 (Brooks)	Account Clerk	18.19	1950	35,470.50	1,957.5	35,606.93
80	31	vacant 11/26/21 (McIntosh)	Court Clerk	18.98	1950	37,011.00	1,957.5	37,153.35
80	40	vacant 11/01/21 (Bialeschki-to Civil Proc.	Deputy Sheriff - Patrol	38.28	2080	79,622.40	2,088.0	79,928.64
80	41	vacant 11/12/21 (Weaver)	Assistant State's Attorney	32.06	1950	62,517.00	1,957.5	62,757.45
80	41	vacant 7/23/21 (Clifton)	Victim Advocate	21.84	1950	42,588.00	1,957.5	42,751.80
80	42	vacant 10/10/21 (Brauer)	Deputy Coroner	22.00	2080	45,760.00	2,088.0	45,936.00
80	42	vacant 11/5/21 (Smith)	Deputy Coroner	22.00	2080	45,760.00	2,088.0	45,936.00
80	51	vacant 11/30/21 (Elmore)	Assistant Superintendent	30.76	1950	59,982.00	1,957.5	60,212.70
80	51	vacant 6/28/21 (Cruz)	Court Services Officer	22.96	1950	44,772.00	1,957.5	44,944.20
80	51	vacant 7/21/21 (Adams)	Court Services Officer	21.29	1950	41,515.50	1,957.5	41,675.18
80	51	vacant 10/17/21 (Wazny)	Court Services Officer	20.88	1950	40,716.00	1,957.5	40,872.60
80	51	vacant 11/13/21 (Williams)	Court Services Officer	23.95	1950	46,702.50	1,957.5	46,882.13
80	52	vacant 2/8/21 (Hewkin)	Court Services Officer	28.65	1950	55,867.50	1,957.5	56,082.38
80	77	vacant 9/4/20 (Heffernan)	Associate Planner	22.00	1950	42,900.00	1,957.5	43,065.00
80	140	vacant 10/31/16 (Syme)	Clerk - Corrections	14.53	1950	28,333.50	1,957.5	28,442.48
80	140	vacant 7/11/21 (Winters)	Sergeant - Corrections	39.82	2080	82,825.60	2,088.0	83,144.16
80	140	vacant 11/12/21 (McPheron)	Sergeant - Corrections	39.82	2080	82,825.60	2,088.0	83,144.16
80	140	vacant 8/7/21 (Evans)	Correctional Officer	22.06	2080	45,884.80	2,088.0	46,061.28
80	140	vacant 8/14/21 (Brandt)	Correctional Officer	25.23	2080	52,478.40	2,088.0	52,680.24
80	140	vacant 8/21/21 (Brolon)	Correctional Officer	24.37	2080	50,689.60	2,088.0	50,884.56
80	140	vacant 9/10/21 (Banton)	Correctional Officer	22.06	2080	45,884.80	2,088.0	46,061.28
80	140	vacant 11/26/21 (Ray)	Master Control Officer	17.07	2080	35,505.60	2,088.0	35,642.16
80	140	vacant 7/30/21 (Barth)	Part Time Master Control Officer	17.07	1040	17,752.80	1,044.0	17,821.08
80	140	vacant 8/29/21 (Skinner)	Part Time Master Control Officer	17.07	1040	17,752.80	1,044.0	17,821.08
80	140	vacant 11/23/21 (Andres-Mittman)	Part Time Master Control Officer	17.07	1040	17,752.80	1,044.0	17,821.08
83	60	vacant 10/7/21 (Farrell)	Hywy Motor Fuel Tax Accountant	21.33	2080	44,366.40	2,088.0	44,537.04
91	47	vacant 8/13/21 (Joos)	Animal Control Director	39.60	2080	82,368.00	2,088.0	82,684.80
91	247	vacant 11/16/21 (Angelo)	Animal Control Warden	21.59	2080	44,907.20	2,088.0	45,079.92
91	247	vacant 11/17/21 (Banton)	Animal Control Warden	17.01	2080	35,380.80	2,088.0	35,516.88
671	30	vacant 8/6/21 (Cook)	Legal Clerk	15.50	1950	30,225.00	2,088.0	32,364.00
		-- TOTAL --				1,768,119.60		1,776,942.81

UNEMPLOYMENT REPORT

Notice of Claims Received – 5

Head Start – 2 (protested)

State’s Attorney Office – 1 (no protest)

Court Services – 1 (fraud)

Circuit Clerk – 1 (no protest)

Determinations Received – 1

Animal Control – 1 – denied

PAYROLL REPORT

NOVEMBER PAYROLL INFORMATION

	11/5/2021		11/19/2021	
<u>Pay Group</u>	<u>EE's Paid</u>	<u>Total Payroll \$\$</u>	<u>EE's Paid</u>	<u>Total Payroll \$\$</u>
General Corp	495	\$1,021,333.13	487	\$1,049,570.37
RPC/Head Start	304	\$458,759.18	305	\$448,300.25
Total	799	\$1,480,092.31	792	\$1,497,870.62

HEALTH INSURANCE/BENEFITS REPORT

Total Number of Employees Eligible: 654

General County Union (includes AFSCME & FOP):

177 Single; 34 EE+spouse; 65 EE+child(ren); 14 Family; 77 waived

Non-bargaining employees:

124 Single; 35 EE+spouse; 47 EE+child(ren); 14 Family; 66 waived

Life Insurance Premium paid by County: \$1,675.05

Health Insurance Premium paid by County: \$410,912.05

TURNOVER REPORT

Turnover is the rate at which an employer gains and loses employees. To get the best picture for turnover the calculations are based on rolling year averages.

General County

November 2021: .90 % average over the last 12 months

November 2021: 6 out of 667 Employees left Champaign County: 6 resignations

WORKERS' COMPENSATION REPORT

<u>Entire County Report</u>	<u>November 2020</u>	<u>November 2021</u>
New Claims	4	6
Closed	3	9
Open Claims	28	32
Year To Date Total (On-going # of claims filed)	34	67

EEO REPORT

The November report will be provided on next month's HR report

ADMINISTRATIVE SUPPORT to COUNTY BOARD REPORT

Agendas Posted	15	Meetings Staffed	4	Minutes Posted	7
Appointments Posted	3	Notification of Appointment	6	Contracts Posted	6
Calendars Posted	5	Resolutions Prepared	25	Ordinances Prepared	3

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Cemetery Association/Board

NAME: James L. Nonman

ADDRESS: 402 E Main Sidney IL 61877
Street City State Zip Code

EMAIL: mx241@hotmail.com **PHONE:** 217-202-3901

Check Box to Have Email Address Redacted on Public Documents

CEMETERY ASSOCIATION/BOARD: Clements Cemetery

BEGINNING DATE OF TERM: 10/1/2021 **ENDING DATE:** NA

The Champaign County Executive appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Executive in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. **IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE THIS APPLICATION AND AN INTERVIEW WITH THE COUNTY EXECUTIVE.**

1. Are you a resident of the State of Illinois? Yes No
2. Do you live within 15 miles of the cemetery or have a family interest? Yes No
3. What experience and background do you have which you believe qualifies you for this appointment?

I have been involved with numerous cemeteries since 1978, when I began opening and closing graves. I now service 16 cemeteries in Champaign county. I am known by most of the funeral directors in the area. Have knowledge of how cemeteries work and should be maintained.

4. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

Have been opening and closing graves at Clements Cemetery for about 20 years. Although with limited burials it is still an active cemetery. Mr. McCormick is the acting representative for the cemetery. I have known him and worked with him for the past years. Plot sales are very limited due to space limitations of the cemetery.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

I am currently the supervisor for three cemeteries in Sidney Township.

6. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes No If yes, please explain:

7. Would you be available to regularly attend the scheduled meeting of the appointed body? Yes No If no, please explain:

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the Office of the County Executive.



Signature
Date: 09/21/2021

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Drainage District Commissioner

NAME: David Bright

ADDRESS: 230 Cty Rd 3400N Foosland IL 61845
Street City State Zip Code

EMAIL: dbright1955@yahoo.com PHONE: 217-369-3263
 Check Box to Have Email Address Redacted on Public Documents

NAME OF DRAINAGE DISTRICT: Nelson, Moore, Fairfield

BEGINNING DATE OF TERM: _____ ENDING DATE: _____

The Champaign County Executive appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Executive in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. **IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE THIS APPLICATION AND AN INTERVIEW WITH THE COUNTY EXECUTIVE.**

1. Are you a resident of the State of Illinois? Yes No
2. Do you own land within the drainage district? Yes No Farm land
3. What experience and background do you have which you believe qualifies you for this appointment?
Have been on board for over 30 yrs.

4. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
Commissioner on this drainage board

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.
Trustee for Brown Township

6. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes No If yes, please explain:

7. Would you be available to regularly attend the scheduled meeting of the appointed body? Yes No If no, please explain:

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the Office of the County Executive.

David Bright

Signature

Date: 10-28-21

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Drainage District Commissioner

NAME: Lucas C Rogers

ADDRESS: 1216 County Road 3300 north Rantoul IL 61846
Street City State Zip Code

EMAIL: LUKEB678@AOL.com PHONE: 217 841 0842

Check Box to Have Email Address Redacted on Public Documents

NAME OF DRAINAGE DISTRICT: Nelson-Moore-Fairfield DD

BEGINNING DATE OF TERM: 11 1 2021 ENDING DATE: unknown

The Champaign County Executive appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Executive in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. **IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE THIS APPLICATION AND AN INTERVIEW WITH THE COUNTY EXECUTIVE.**

1. Are you a resident of the State of Illinois? Yes No
2. Do you own land within the drainage district? Yes No
3. What experience and background do you have which you believe qualifies you for this appointment?

I have been a farmer for 20 years and been farming in this area since 2008. I have been a part of several tile projects and worked with many Ditch Commissioners over the years.

4. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

As stated I have worked with several Ditch Commissioners with tile projects Trimming trees etc. I'm also a Ludlow Twp Trustee so I know how the tax and property holding works

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

Ludlow Twp Trustee Ludlow Fire protection District Firefighter 20yr and Asst Chief for 16 yr (Retired)

6. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes No If yes, please explain:

7. Would you be available to regularly attend the scheduled meeting of the appointed body? Yes No If no, please explain:

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the Office of the County Executive.

Lucas C Rogers

Signature

Date: 11-1-21

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
PLEASE TYPE OR PRINT IN BLACK INK

NAME: ISSA T. ISSANTU

ADDRESS: 1205 W. BESLIN ST. URBANA IL 61801
Street City State Zip Code

EMAIL: issantu@gmail.com PHONE: 713-364-0049 (217-819-4822)
 Check Box to Have Email Address Redacted on Public Documents

PARTY AFFILIATION: (Please check one) Democrat Republican Other, please explain:

NAME OF APPOINTMENT BODY OR BOARD: MASS TRANSIT DISTRICT BOARD

BEGINNING DATE OF TERM: 01/01/2021 ENDING DATE: 12/31/2025

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, A CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment/reappointment?

I have 14 years of experience as a Logistics & supply chain Engineer. I have experience working in projects where transportation was among my attributions. I graduated with a Msc in Business Management since 2013. I also have a Bsc in Organizational Leadership. I live in Champaign - Urbana since 2008 and I know the community and its needs.

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

A Trustee / Commissioner is a member of the board who acts as a voting member. He participates in the development of policies, procedures and regulations for the CU-MTD to deliver a service that meets the community expectations. I have the ability to act as a voting member since I belong to the community.

3. What is your knowledge of the appointed body's operations, specifically property holdings and management, staff, taxes, fees?

My knowledge of the appointed body's operations comes from my past experience as a Logistics Engineer. I have served in cross-functional projects where the board had to decide on the directions of operations for the sake of different stakeholders

4. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes No If yes, please explain:

5. Would you be available to regularly attend the scheduled meeting of the appointed body?

Yes No If no, please explain:

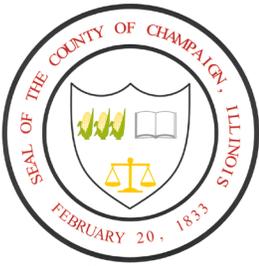
The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.



Signature

12/01/2020

Date



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloepfel, County Executive

MEMORANDUM

TO: County Board Members
FROM: Darlene Kloepfel, County Executive
DATE: November 30, 2021
RE: Recommended Board/Committee Appointments

Executive appointments for expiring terms of other community boards and committees are staggered throughout the year. In advance of term expirations, the Executive's Office advertises upcoming vacancies to notify interested applicants and to offer the Board the opportunity to recruit applicants or provide input to the Executive regarding any concerns or recommendations. Methods used to publicize upcoming vacancies include:

- Post on the county's website on the County Executive's page
- Post on the "vacancies" bulletin board located in Administrative Services
- E-mail notice to County Board Members and the news media
- Notice in the County Board's Committee of the Whole agenda under the Policy, Personnel and Appointments area of responsibility
- Word-of-mouth and inquiries from interested members of the public
- Announcements at public speaking events

Applications are reviewed and applicants interviewed. Considerations for making appointments include:

- Qualifications required by the board/commission statute or by-laws, including residence in the district, specific professional representation, required partisan balance, certifications and bonding requirements
- Constituent representation for demographic characteristics, including gender, race, age
- Constituent representation for geography of the district, including rural/urban or areas of the county
- Representation of consumers of the board's activities
- Difficulties or gaps in skills the board is experiencing
- Balance of experienced and newer members
- Balance of resources, interests and skills appointees can contribute to the board
- Input from County Board members; County officials; board members; staff and partners of the board with the vacancy, and interested members of the public

Prior to appointments being named, Board Members have an opportunity to see all applications (*italics indicates incumbent*) received in the December Committee of the Whole agenda packet. I have attached here the applications for appointments and will forward my recommendations to fill these vacancies at the December County Board meeting.

Public Aid Appeals – 1 Republican position – unexpired term ending 11/30/2022

- Andy Graham (R)

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
PLEASE TYPE OR PRINT IN BLACK INK

NAME: Andy Graham

ADDRESS: 116 oak Pl Rantoul IL 61866
Street City State Zip Code

EMAIL: agraham@myrantoul.com PHONE: 217-417-5521

Check Box to Have Email Address Redacted on Public Documents

PARTY AFFILIATION: (Please check one) Democrat Republican Other, please explain:

NAME OF APPOINTMENT BODY OR BOARD: Public Aid Appeals

BEGINNING DATE OF TERM: unexpired ENDING DATE: 11/30/2022

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, A CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment/reappointment?

I am the Rantoul Township Supervisor. I
sat on the board for 3 years prior to being
elected supervisor

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

listen to every case with an open mind, treat
every case separately

3. What is your knowledge of the appointed body's operations, specifically property holdings and management, staff, taxes, fees?

I have worked in govt. for 21 years.
I am very well versed in all aspects.

4. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes No If yes, please explain:

5. Would you be available to regularly attend the scheduled meeting of the appointed body?

Yes No If no, please explain:

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.


Signature

11/30/11
Date



Aaron Ammons
Champaign County Clerk
Champaign County, Illinois

1776 East Washington Street
Urbana, IL 61802
Email: vitals@co.champaign.il.us
Website: www.champaigncountyclerk.com

Vital Records: (217)384-3720
Elections: (217)384-3724
Fax: (217)384-1241
TTY: (217)384-8601

COUNTY CLERK
MONTHLY REPORT
NOVEMBER
2021

Liquor Licenses & Permits	\$	10.00
Civil Union Licenses	\$	140.00
Marriage License	\$	4,830.00
Interests	\$	13.52
State Reimbursements	\$	-
Vital Clerk Fees	\$	21,507.00
Tax Clerk Fees	\$	8,997.80
Refunds of Overpayments	\$	-
TOTAL	\$	35,498.32
Additional Clerk Fees	\$	1,064.00



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloepfel, County Executive

MEMORANDUM

To: Stephanie Fortado, Deputy Chair – Finance; and
Jim Goss, Assistant Deputy Chair – Finance; and
Honorable Members of the Finance Committee of the Whole

From: Darlene Kloepfel, County Executive

Date: November 23, 2021

Subject: Animal Control Budget Amendment #21-00060

This Budget Amendment for Animal Control Services requests increased appropriation of \$23,144 and reflects increased revenue of \$22,325. Increased expenditures are as follows: 1.) self-funded insurance billing in FY2021 for vehicle claims incurred in FY2020, and direct pay repair in FY2022, 2.) purchase and installation of a security surveillance system, and 3.) purchase of a ballistic vest.

The majority of the increased expenditures are covered by an increase in revenues as follows: 1.) an unbudgeted Animal Control contract with the Village of Rantoul, 2.) reimbursement for half of the ballistic vest from the County's insurance company, 3.) donations received, and 4.) the sale of salvage.

Requested Action:

The Finance Committee recommends Board Budget Amendment #21-00060 be forwarded to the County Board for approval.

REQUEST FOR BUDGET AMENDMENT

BA NO. 21-00060

FUND 091 ANIMAL CONTROL
091 ANIMAL CONTROL

DEPARTMENT 247 ANIMAL WARDEN SERVICES
047 ANIMAL CONTROL ADMIN

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
091-247-533.20 INSURANCE	2,200	2,200	17,236	15,036
091-247-522.19 UNIFORMS	1,000	2,400	3,183	783
091-047-534.27 ANIM SERV FACIL RPR-MAINT	0	7,413	14,738	7,325
TOTALS	3,200	12,013	35,157	23,144

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
091-247-336.03 VILLAGE OF RANTOUL	0	0	19,283	19,283
091-247-363.10 GIFTS AND DONATIONS	0	0	2,392	2,392
091-047-369.10 SALE OF SALVAGE	0	0	650	650
TOTALS	0	0	22,325	22,325

EXPLANATION: ADDITIONAL COSTS INCURRED IN FY2021 (FACILITY SECURITY, VEHICLE DAMAGES AND REPAIRS, BULLETPROOF VESTS). ADDITIONAL REVENUES ARE ALSO REFLECTED. SEE MEMO FOR MORE DETAILED INFORMATION.

DATE SUBMITTED: 11/23/21	AUTHORIZED SIGNATURE <i>Adama Kisepele</i>	** PLEASE SIGN IN BLUE INK **
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APPROVED BY BUDGET & FINANCE COMMITTEE: _____ DATE: _____



Cassandra “CJ” Johnson

COUNTY TREASURER
CHAMPAIGN COUNTY, ILLINOIS

MEMORANDUM

**TO: Stephanie Fortado, Chair – Finance Committee of the Whole, and
Chris Stohr, Chair – Policy, Personnel & Appointments Committee of the
Whole**

FROM: Cassandra Johnson, County Treasurer

DATE: November 29, 2021

RE: Budget AMENDMENT for Staff Salary

Upon review of our budget, we require additional funds (totaling \$1,050) to pay salary for our staff through the end of the year.

While normally this would not be the case, two specific issues resulted in additional payments that were not projected:

- The required payout of benefits to a previous employee upon departure, resulting in an \$827 deficit.
- The requirement to pay overtime to an employee at maximum compensatory time who we needed to fulfill our obligations during the tax collection, resulting in a roughly \$200 deficit.

There is no expectation of additional overtime, as we have completed all but the final steps to complete the tax requirements for our office.

Respectfully,

Cassandra “CJ” Johnson
County Treasurer

REQUEST FOR BUDGET AMENDMENT

BA NO. 21-00061

FUND 080 GENERAL CORPORATE

DEPARTMENT 026 COUNTY TREASURER

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-026-511.03 REG. FULL-TIME EMPLOYEES	172,691	178,880	179,930	1,050
TOTALS	172,691	178,880	179,930	1,050

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
None: from Fund Balance				
TOTALS	0	0	0	0

EXPLANATION: REQUIRED PAYOUT OF BENEFITS TO PREVIOUS EMPLOYEE TOTALING 827.
CURRENT EMPLOYEE MAXED OUT IN COMP TIME AND REQUIRED PAYMENT OF OT.

DATE SUBMITTED:

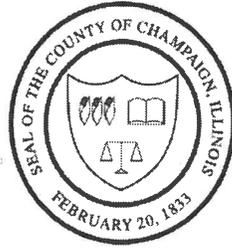
AUTHORIZED SIGNATURE

** PLEASE SIGN IN BLUE INK **

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:

Susan W. McGrath
Champaign County Circuit Clerk



Champaign County Courthouse
101 East Main Street
Urbana, IL 61801
Phone (217) 384-3725
Fax (217) 384-3879

TO: Champaign County Board Members
Darlene Kloepfel, Champaign County Administrator

FROM: Susan W. McGrath
Champaign County Circuit Clerk

RE: Proposed Budget Amendment

DATE: November 30, 2021

I applied for an Access to Justice grant to support the Expungement Summit through the Illinois Administrative Office of the Illinois Court, and as you recall, that grant was approved. At the time I received the money, I anticipated that all the expenditures would be from next year's budget, and so included that grant money in the FY22 budget.

After I made that decision, however, the opportunity arose to run a series of discount priced radio ads on WCZQ-FM to advertise the educational meeting we conducted on November 9 in advance of the February 2022 Summit. The ad was part of the media outreach to let people know about the event, how to register, and why they should register. As a result of the ad, we did increase the number of registrants, and in combination with our other outreach efforts, as of today we now have 278 registrations for the February Summit.

I am therefore asking you to approve a budget amendment to 080-030-5333.70, Legal Notices and Advertising, to pay for this expense in 2021. In return, I will not spend that \$538 for a different purpose next year and will consider my available grant funds for the Expungement Summit to be a total of \$7462.

I appreciate your consideration of this proposed budget amendment. Please do not hesitate to contact me if you have any questions.

REQUEST FOR BUDGET AMENDMENT

BA NO. 21-00063

FUND 080 GENERAL CORPORATE

DEPARTMENT 030 CIRCUIT CLERK

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-030-533.70 LEGAL NOTICES, ADVERTISING	19,000	19,010	19,548	538
TOTALS	19,000	19,010	19,548	538

INCREASED REVENUE BUDGET:

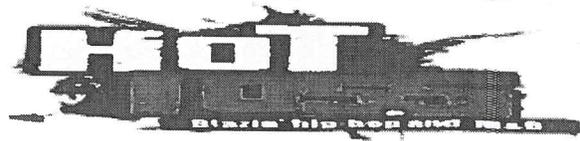
ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
None: from Fund Balance				
TOTALS	0	0	0	0

EXPLANATION: RECEIVED AOIC GRANT OF \$8,000 FOR 2022 EXPUNGEMENT & SEALING EVENT. NEED TO SPEND \$538 OF THAT FOR RADIO ADS IN 2021. THE CIRCUIT CLERK BUDGET DOES NOT HAVE THE SURPLUS SPENDING AUTHORITY TO ABSORB THIS COST. REQUESTING AUTHORITY TO SPEND THAT \$538 NOW; WE COMMIT TO NOT SPENDING THE ALLOCATED \$538 FOR THIS COST ON SOMETHING ELSE IN 2022.

DATE SUBMITTED: <i>11/3/21</i>	AUTHORIZED SIGNATURE <i>[Signature]</i>	** PLEASE SIGN IN BLUE INK **
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APPROVED BY BUDGET & FINANCE COMMITTEE: _____ DATE: _____

Neuhoff Media
 132 S. WATER STREET Suite 604
 DECATUR, Illinois 62523
 Phone: (217) 423-9744



Champaign Co Circuit Clerk
 101 East Main Street
 Urbana, Illinois 61801

Advertiser: Champaign Co Circuit Clerk
 Order #: 420906856166
 Date Entered: 10/21/2021
 Last Modified: 10/21/2021
 Product: OCT NOV 2021
 Salesperson: Kathy Byerly
 Billing Cycle: Broadcast Standard
 Estimate #:

Order Date Range: 10/25/2021 through 11/08/2021 (3 weeks)
 Media Outlets: WCZQ-FM

On-Air Schedule

#	Dates	Station	Time/Program	Len	Mo	Tu	We	Th	Fr	Sa	Su	S/W	Rate	Qty	Total
1	10/25/21-11/08/21	WCZQ-FM	06:00AM-10:00AM	60	1	1	1	1	1	--	--	5	18.00	11	198.00
2	10/25/21-11/08/21	WCZQ-FM	06:00AM-10:00AM	60	1	1	1	1	1	--	--	5	0.00	11	0.00
3	10/25/21-11/08/21	WCZQ-FM	03:00PM-07:00PM	60	1	1	1	1	1	--	--	5	20.00	11	220.00
4	10/25/21-11/08/21	WCZQ-FM	03:00PM-07:00PM	60	1	1	1	1	1	--	--	5	0.00	11	0.00
5	10/30/21-11/07/21	WCZQ-FM	06:00AM-07:00PM	60	--	--	--	--	--	2	2	4	15.00	8	120.00
6	10/30/21-11/07/21	WCZQ-FM	06:00AM-07:00PM	60	--	--	--	--	--	2	2	4	0.00	8	0.00

Station Totals

Station	On-Air Count	Digital Count	Web Count	Other Count	Gross Billing	Net Billing
WCZQ-FM	60	0	0	0	\$538.00	\$538.00
Totals	60	0	0	0	\$538.00	\$538.00

Total Charges: \$538.00
 Total Net: \$538.00

Thank you for your business

Projected Billing By Broadcast Standard Month			
Month	Year	Gross Billing	Net Billing
October	2021	\$250.00	\$250.00
November	2021	\$288.00	\$288.00
Totals		\$538.00	\$538.00

Accepted for Neuhoff Media

Accepted for advertiser OR agency as agent for the advertiser

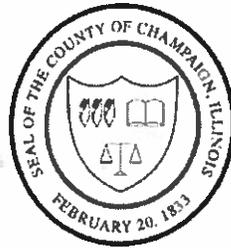
Name _____

Title _____

Name Quinn M... Champaign Co

Title Circuit Clerk

Susan W. McGrath
Champaign County Circuit Clerk



Champaign County Courthouse
101 East Main Street
Urbana, IL 61801
Phone (217) 384-3725
Fax (217) 384-3879

TO: Champaign County Board
Darlene Kloepfel, Champaign County Administrator

FROM: Susan W. McGrath
Champaign County Circuit Clerk

RE: Budget Transfer 21-0004 Circuit Clerk Operation & Administration

DATE: December 1, 2021

This budget transfer has no impact on the general corporate fund in either 2021 or 2022.

As part of the renovation of the Clerk's office, I have been planning and budgeting to replace office furniture and furnishings that are falling apart and/or no longer functional.

I have been working with Stocks Office Furniture to do much of this replacement, as they have given us the best pricing for these items as they have a government contract. We were informed by Stocks on July 15 that the vendors who could supply office furniture and furnishings were going to increase their pricing effective August 1, 2021 by 9.5% (see email) for office chairs. I will verify with Stocks in writing that this same August 1, 2021 increase also applied to the office furniture and furnishings per the email we received from Stocks on November 23, 201 stating the actual increase went from 9/5% to 14.5% for the office chairs we ordered. We also received an email on November 30 stating that there would be another price increase effective January 1, 2022 for these same two vendors for the additional office furnishings and equipment I would like to purchase (see e-mail). I therefore believe it in the best interest of the County to lock in the order for this furniture and equipment prior to January 1 because the prices increase over the past six months is almost 25% in office furnishings and equipment.

This budget transfer is to lock into place the pricing for the following projects, based upon the attached quotations from Stocks:

Approximately \$31,063 for:

- replacing storage, filing, and cabinet units that are falling apart
- replacing three desks
- turn the area outside of my office into a functional training space

- add whiteboards and a couple of bookshelves and a table

Approximately \$50,000 for new carpeting, based upon the estimate we received with the help of Dana Brenner:

- As you know, we will be extending the cubicle walls throughout the Circuit Clerk office in FY2022 with ARPA funding.
- Due to unseen changes in the vendor's supply and manufacturing, we will also need to replace the existing partition walls in addition to adding the glass partition stackers. We are not seeking additional funding for that replacement as part of this budget transfer. However, since every partition wall will be replaced as part of this process, Dana Brenner has strongly suggested we replace the 20-year-old carpet at the same time so that pulling the walls and disrupting the functioning of the office only needs to happen once. For those of you who were able to take a tour of the office, you were able to observe the carpet so worn in places that you are able to see the floor beneath it, and the amount of dirt and grime so worn into the carpet that it cannot be adequately cleaned.

The current cost of replacing the carpet in a part of the office that has already been quoted to us for a portion of the office that is roughly 13 tiles deep and 21 tiles wide is roughly \$5000 for the carpet and \$500 for materials. The main floor of the Circuit Clerk area is roughly 47 tiles deep and 63. If keeping the same ratio of costs, the costs of materials would be no more than \$59,653.85.

I am therefore requesting a transfer of \$68,000 from 2021 appropriations in the Circuit Clerk's Operation and Administration Fund, which is available from the personnel line item because of my elimination of the Financial Manager position in this Fund. The remaining monies are available from other non-personnel savings that I created in 2021.

In January of 2022, I would again come before the County Board with a budget amendment to encumber the funds for payment in 2022. That is necessary because the encumbrance for these items will expire December 31, 2021, and will need to be re-encumbered again for FY22.

The prices increase over the past six months is almost 25% in office furnishings and equipment.

REQUEST FOR BUDGET TRANSFER
NEEDING CHAMPAIGN COUNTY BOARD APPROVAL

BT NO. 21-00004

FUND 630 CIR CLK OPERATION & ADMIN DEPARTMENT 030 CIRCUIT CLERK

TO LINE ITEM:

FROM LINE ITEM:

NUMBER/TITLE	\$ AMOUNT	NUMBER/TITLE
630-030-544.44 1601 E MAIN CONST/IMPROVE	68,000.	630-030-511.03 REG. FULL-TIME EMPLOYEES

EXPLANATION: TRANSFER PERSONNEL SAVINGS FROM ELIMINATION OF FINANCIAL
MANAGER POSITION TO NONPERSONNEL LINE IN ORDER TO LOCK IN 2021 COSTS PRIOR
1/1/2022 PRICE INCREASES. THERE IS NO GENERAL FUND BUDGET OR EXPENDITURE
IMPACT IN FY2021 OR FY2022.

DATE SUBMITTED: 12/1/21

Donna M. ...
 AUTHORIZED SIGNATURE

APPROVED BY PARENT COMMITTEE: _____ DATE: _____

* PLEASE SIGN IN BLUE INK *

APPROVED BY BUDGET AND FINANCE COMMITTEE: _____ DATE: _____

From: [Maggie McGuire](#)
To: [Susan W. McGrath](#)
Cc: [Isak Griffiths](#)
Subject: Allsteel and Hon chair proposals
Date: Thursday, July 15, 2021 12:52:35 PM
Attachments: [Circuit Clerk AS chair PROPOSAL 50947.pdf](#)
[Circuit clerk Hon side chairs PROPOSAL 50947A.pdf](#)
[RelateBrochure \(1\).pdf](#)
[Ceres Brochure.pdf](#)

CAUTION: External email, be careful when opening.

Hi Susan,

Please see the attached proposals for the Allsteel Relate task chairs and stools - proposal # 50947 and the Hon proposal 50947A for the side chairs.

The 2 fabrics mentioned below are the same price so I have specified the Centurion Iron Ore in the proposals.

There is a 9.5% price increase beginning August 1st for Allsteel and Hon. I would need to revise the proposals if you're going to order after July 29th to include the price increase.

We would need to place the order by July 29th to ensure current pricing.

Please let me know if there are any questions.

Thank you,
Maggie McGuire
President
Stocks Office Furniture
602 S. Country Fair Drive
Champaign IL 61821
O 217-359-1661 C 217-649-7740

-----Original Message-----

From: Susan W. McGrath <smcgrath@co.champaign.il.us>
Sent: Wednesday, June 23, 2021 5:05 PM
To: Maggie McGuire <maggie@stocks-inc.com>
Cc: Isak Griffiths <ig43434@co.champaign.il.us>
Subject: FW: Scanned from a Xerox Multifunction Printer

Maggie, attached is our chair count.

For the fabric, there is only one that has the count of 750,000 double rubs, which is the Centurion Setting CU19 Iron Ore. The next best are 200,000. But, what is the cost difference? Susan

Susan W. McGrath
Champaign County Circuit Clerk

From: [Maggie McGuire](#)
To: [Isak Griffiths](#)
Subject: RE: adjustment of numbers
Date: Tuesday, November 23, 2021 12:43:27 PM

CAUTION: External email, be careful when opening.

Hi Isak,

The pricing for the HON chairs was a 14.5% increase.

Thank you
Maggie McGuire
President
Stocks Office Furniture
602 S. Country Fair Drive
Champaign IL 61821
O 217-359-1661 C 217-649-7740

STOCKS OFFICE FURNITURE

602 S. COUNTRY FAIR DR
 CHAMPAIGN, IL 61821
 ph: (217) 359-1661

PROPOSAL: 51427A

DATE: 11/30/21

PROJECT#: 2-114

PROPOSAL FOR:

Champaign Co Circuit Clerks Office

 101 E MAIN ST
 URBANA IL 61801

INSTALL AT:

Champaign Co Circuit Clerks Office

 101 E MAIN ST
 URBANA ILLINOIS 61801

SALESPERSON

CUSTOMER P/O..:

QUOTE VALID

/ /

Maggie McGuire

=====

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
			Omnia contract State and Local		
1	1	Surchrg	Allsteel Allsteel surcharge	101.87	101.87
2	1	Install	Stocks Office Furniture	450.00	450.00
3	1	T52460S	Allsteel Primary 24Dx60W Flat Eg Lam w/Grommets \$ (L1CORE) L1 Core Lam Opts .LT8D Silver Mesh .EV Edg: Loft .P Plastic Grommet Tag(s): Champ Circuit Clerk List Price: 654.00	199.47	199.47
4	2	CEP2429F	Allsteel Freestanding 24DX29-1/2H End Pnl Sup \$ (P1) P1 Paint Opts .P02 Flint Tag(s): Champ Circuit Clerk List Price: 247.00	75.34	150.68
5	1	CS604	Allsteel Half Hgt 14Hx60W Mod Pnl \$ (P1) P1 Paint Opts .P02 Flint Tag(s): Champ Circuit Clerk List Price: 245.00	74.73	74.73
6	1	CSDC19	Allsteel Center Drawer 19Wx14-3/4Dx3H w/Lock Metal CONTINUED...	77.47	77.47

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
		\$(P1) .P02 .STD	P1 Paint Opts Flint Standard Random key Tag(s): Champ Circuit Clerk List Price: 254.00		
7	2	AW4WB4860P	Allsteel 48H X 60W Wall Hung Marker Board - Porcelain Tag(s): Champ Circuit Clerk List Price: 1279.00	460.44	920.88
8	3	AW4WB4848P	Allsteel 48H X 48W Wall Hung Marker Board - Porcelain Tag(s): Champ Circuit Clerk List Price: 1066.00	383.76	1,151.28
9	3	AW3LF2448T .X \$(L1CORE) .LT8DAGO	Allsteel 24Dx48W Aware Top Lam FlatEdg for T-Fixed or Nest Standard Wood L1 Core Lam Opts Silver Mesh Skipped Option No Cutouts Tag(s): Champ Circuit Clerk List Price: 497.00	178.92	536.76
10	3	AW2TSPGB \$(P1) .P02	Allsteel Aware 18-24D Fixed T-Leg GlidesPnt (Pair) P1 Paint Opts CLR: Flint Tag(s): Champ Circuit Clerk List Price: 764.00	275.04	825.12
11	2	AW4BACC \$(P1) .P02	Allsteel Marker and Eraser Holder P1 Paint Opts CLR: Flint Tag(s): Champ Circuit Clerk List Price: 192.00	69.12	138.24

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
----------	------------	----------------	--------------------	-------------	-----------------

Stocks Office Furniture - "We're known by the companies we keep!"

SUBTOTAL.....: 4,626.50

ACCEPTED BY _____

DATE ACCEPTED _____

TOTAL

4,626.50
=====

PAGE 3 OF 3

STOCKS OFFICE FURNITURE

602 S. COUNTRY FAIR DR
CHAMPAIGN, IL 61821
ph: (217)359-1661

PROPOSAL: 51427

DATE: 11/30/21

PROJECT#: 2-114

PROPOSAL FOR:

Champaign Co Circuit Clerks Office

101 E MAIN ST
URBANA IL 61801

INSTALL AT:

Champaign Co Circuit Clerks Office

101 E MAIN ST
URBANA ILLINOIS 61801

SALESPERSON

CUSTOMER P/O..:

QUOTE VALID

/ /

Maggie McGuire

=====

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
			Omnia contract State and Local		
1	1	Install	Stocks Office Furniture Installation for 2 offices	1,500.00	1,500.00
					1,500.00
2	1	4-7248LPDCB	OFS Pulse 72x48 Bow-Shaped Cockpit Left Pedestal Desk ~HPL-W HPL Wood Grain NWP Root (NWP) EY Square Era Era BKO Onyx KP With Grommet LCK1 Requires 1 Lock Core, Locking List Price: 3007.00	1,593.71	1,593.71
3	2	4-3672BC	OFS Pulse 36x14x72.5 Square-edge Bookcase ~TFL-W TFL Wood Grain NW2 Root (NW2) List Price: 1419.00	752.07	1,504.14
4	1	4-2230MCT	OFS Pulse 22x30 Modular Cabinet Top, Short Grain ~HPL-W HPL Wood Grain NWP Root (NWP) EY Square ... Skipped Option List Price: 312.00	165.36	165.36

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
5	1	4-1621MFFC	OFS Pulse 15.625x20.75 Modular File/File Pedestal ~TFL-W TFL Wood Grain NW2 Root (NW2) Era Era BKO Onyx LCK1 Requires 1 Lock Core, Locking List Price: 901.00	477.53	477.53
6	3	4-3656LF4	OFS Pulse 36x57.6875 4-Drawer Lateral File ~HPL-W HPL Wood Grain NWP Root (NWP) EY Square Era Era BKO Onyx LCK1 Requires 1 Lock Core, Locking List Price: 2561.00	1,357.33	4,071.99
7	1	4-42RT	OFS Pulse 42" dia. Round Conference Top ~HPL-W HPL Wood Grain NWP Root (NWP) EY Square QR No Cutout List Price: 766.00	405.98	405.98
8	1	MXB-32	OFS 32x32x27.75 Metal X Base BKO Onyx List Price: 294.00	155.82	155.82
9	1	4-3022LF2	OFS Pulse 30x29.9375 2-Drawer Lateral File ~HPL-W HPL Wood Grain NWP Root (NWP) EY Square Era Era BKO Onyx LCK1 Requires 1 Lock Core, Locking List Price: 1310.00	694.30	694.30
10	1	4-3043BC2	OFS Pulse 30x42.5 Square-edge Bookcase Organizer ~TFL-W TFL Wood Grain NW2 Root (NW2) List Price: 751.00	398.03	398.03

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
11	1	SM2-40	OFS Impulse G2 7.875x5.5x1.5 Small Tray List Price: 58.00	30.74	30.74
12	2	SM2-50	OFS Impulse G2 9.125x12.5x2.75 Paper Tray List Price: 96.00	50.88	101.76
13	1	FTS2017	OFS Impulse G2 72x23.75 Tackboard/Toolbar/Tackboard 3 MAMG ... Grade 3 Fabric Maharam Messenger Skipped Option List Price: 1181.00	625.93	625.93
					10,225.29
14	1	5-7248LPDCB	OFS Impulse G2 72x48 Cockpit Bow Shaped Left Pedestal Desk B4Z MNW AE X9 Era BKO FT FT ... LCK1 Quartered Root (MNW) -- Ven Square - 1.5625" None Era Onyx Breakfront Breakfront, No Insert Skipped Option Requires 1 Lock Core, Locking List Price: 4182.00	2,216.46	2,216.46
15	1	5-4222FRPRC	OFS Impulse G2 42x22 Cockpit Right Pedestal Return B4Z MNW AE Era BKO LX G2 LCK1 Quartered Root (MNW) -- Ven Square - 1.5625" Era Onyx Finished Back Grommet Right Requires 1 Lock Core, Locking List Price: 2366.00	1,253.98	1,253.98
16	1	5-3621MDC2	OFS Impulse G2 36x20.75 Door Pedestal CONTINUED...	894.64	894.64

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
		B4Z MNW Era BKO LCK1	Quartered Root (MNW) Era Onyx Requires 1 Lock Core, Locking List Price: 1688.00		
17	1	5-3622MCT2	OFS Impulse G2 36x22 Modular Cabinet Top	285.14	285.14
		B4Z MNW AE ...	Quartered Root (MNW) -- Ven Square - 1.5625" Skipped Option List Price: 538.00		
18	1	5-3643BC3	OFS Impulse G2 36x42.5 Bookcase Organizer	870.26	870.26
		B4Z MNW LX	Quartered Root (MNW) Finished Back List Price: 1642.00		
19	1	FTS2033	OFS Impulse G2 66x18.75 Tackboard/Toolbar/Tackboard	603.67	603.67
		3 MAMG ...	Grade 3 Fabric Maharam Messenger Skipped Option List Price: 1139.00		
20	1	SM2-40	OFS Impulse G2 7.875x5.5x1.5 Small Tray	30.74	30.74
			List Price: 58.00		
21	2	SM2-50	OFS Impulse G2 9.125x12.5x2.75 Paper Tray	50.88	101.76
			List Price: 96.00		
22	1	4-42RT	OFS Pulse 48" dia. Round Conference Top	405.98	405.98
		~HPL-W NWP EY QR	HPL Wood Grain Root (NWP) Square No Cutout List Price: 766.00		

#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
23	1	MXB-32	OFS 32x32x27.75 Metal X Base	155.82	155.82
		BKO	Onyx List Price: 294.00		
24	1	RL-MHW	Allsteel Relate Std Mesh High-Bk/Adj Arms	1,647.00	1,647.00
		.2	Standard cylinder		
		.0	Hard Casters		
		.L	Lumbar		
		.CBK	Charblack		
		LKM01	CLR: Carbon		
		\$(2)	GRD 2 UPH		
		.PNS	Fab: Appoint Seating		
		...	Skipped Option		
			TAG #2: ASC27		
			List Price: 1647.00		

8,465.45

Stocks Office Furniture - "We're known by the companies we keep!"

SUBTOTAL....: 20,190.74

ACCEPTED BY _____

DATE ACCEPTED _____

TOTAL

20,190.74

PAGE 5 OF 5

STOCKS OFFICE FURNITURE

602 S. COUNTRY FAIR DR

CHAMPAIGN, IL 61821

ph: (217) 359-1661

PROPOSAL: 51430

DATE: 11/30/21

PROJECT#: 2-114

PROPOSAL FOR:

INSTALL AT:

Champaign Co Circuit Clerks Office

Champaign Co Circuit Clerks Office

101 E MAIN ST
URBANA IL 61801

101 E MAIN ST
URBANA ILLINOIS 61801

SALESPERSON

CUSTOMER P/O..:

QUOTE VALID

/ /

Maggie McGuire

#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
0	1	Install	Stocks Office Furniture Installation	250.00	250.00
1	1	Surchrgr	Allsteel Surchrg	101.81	101.81
2	1	ISLAUTNPB9 018S1 .F \$(L1CORE) .LT8D .EV	Allsteel Stor Isla Top 90Wx18D S1 FSC Wood L1 Core Lam Opts Silver Mesh Edg: Loft TAG #2: APE11 List Price: 600.00	216.00	216.00
3	1	EBC336 \$(P1) .P02	Allsteel Ess Bookcase 3H 36W Open Cabinet P1 Paint Opts Flint TAG #2: AST05 List Price: 1112.00	400.32	400.32
4	6	EBC536 \$(P1) .P02	Allsteel Ess Bookcase 5H 36W Open Cabinet P1 Paint Opts Flint TAG #2: AST05 List Price: 1600.00	576.00	3,456.00
5	1	HSC2472 .L \$(P1) .S	HON Company Storage Cabinet 24D x 36W x 72H Standard Random Key Lock P1 Paint Opts Charcoal TAG #2: ST STO CAB CONTINUED...	736.35	736.35

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
			List Price: 1651.00		
6	1	LC1010	Safco Products Safco laptop storage cart stores 24 laptops	1,085.33	1,085.33
			List Price: 2035.00		

Stocks Office Furniture - "We're known by the companies we keep!"

SUBTOTAL.....: 6,245.81

ACCEPTED BY _____

DATE ACCEPTED _____

TOTAL

6,245.81
=====

PAGE 2 OF 2



WHEREAS, The County of Champaign, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Champaign, as Trustee for the Taxing Districts therein, has acquired an interest in the following described real estate:

LUDLOW TOWNSHIP

PERMANENT PARCEL NUMBER: 14-03-01-459-010

As described in certificates(s) : 102 sold October 2018

and it appearing to the Budget & Finance Committee that it is in the best interest of the County to dispose of its interest in said property.

WHEREAS, Grover Sanders, has bid \$801.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$300.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$51.00 for recording. The Agent under his contract for services shall receive \$450.00. The total paid by purchaser is \$801.00.

WHEREAS, your Budget & Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be hereby authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$300.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY EXECUTIVE

SALE TO NEW OWNER

11-21-001

RESOLUTION



WHEREAS, pursuant to the authority of 35 ILCS 516/35 the County of Champaign, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent mobile home taxes;

WHEREAS, Pursuant to this program, the County of Champaign, as Trustee for the Taxing Districts therein, has acquired an interest in the following described mobile home:

VIN: 010P16829
1987 HOLLY PARK 924 SqFt
MH PARK: Candlewood Estates

PERMANENT PARCEL NUMBER: 15-025-0423

As described in certificate(s): 79 sold on October 26, 2018

Commonly known as: 423 LEE ST

and it appearing to the Budget & Finance Committee that it is in the best interest of the County to accept full payment of the delinquent taxes, penalties, interest, and costs from the owner of an interest in said property.

WHEREAS, Joseph Kirk, has paid \$1,023.42 for the full amount of taxes involved and a request for surrender of the tax sale certificate has been presented to the Budget & Finance Committee and at the same time it having been determined that the County shall receive \$467.73 as a return for its Certificate(s) of Purchase. The County Clerk shall receive \$51.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account. Joseph Kirk shall receive \$12.50 for overpayment. The Agent under his contract for services shall receive \$504.69.

WHEREAS, your Budget & Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, hereby authorizes the cancellation of the appropriate Certificate(s) of Purchase on the above described mobile home for the sum of \$467.73 to be paid to the Treasurer of Champaign County, Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY EXECUTIVE

SURRENDER

11-21-004

RESOLUTION



**RESOLUTION AUTHORIZING THE COUNTY BOARD CHAIR TO ASSIGN
MOBILE HOME TAX SALE CERTIFICATE OF PURCHASE**

WHEREAS, pursuant to the authority of 35 ILCS 516/35 the County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent mobile home taxes;

AND WHEREAS, pursuant to this program the County of Champaign, as Trustee for the Taxing Districts, has obtained a Tax Sale Certificate of Purchase as to the following described mobile home:

12 APRICOT

PERMANENT PARCEL NUMBER: 04-006-0008

As described in certificates(s) : 22 sold October 2018

AND WHEREAS, pursuant to public auction sale, Roxana Almaraz, Purchaser(s), has/have deposited the total sum of \$750.00 for the purchase of the said Certificate of Purchase and has/have requested that the County of Champaign assign to said Purchaser(s) the said Certificate of Purchase and all of the rights of Champaign County to obtain a Tax Certificate of Title as to the said mobile home and further, from said payment the County shall receive \$150.00 as a return for its certificates(s) of Purchase. The County Clerk shall receive \$0.00 for cancellation of certificate(s) and to reimburse for the charges advanced therefrom; the Auctioneer shall receive \$0.00 for services rendered; the Illinois Secretary of State shall receive the sum of \$150.00 for issuance of the Tax Certificate Title to said Purchaser(s); The Agent under his contract for services shall receive \$450.00;

AND WHEREAS, it appears to the Budget & Finance Committee that Champaign County and its taxing districts will be best served by assigning its said Tax Sale Certificate of Purchase to said Purchaser(s) in exchange for the aforesaid payment;

NOW THEREFORE BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the County Board Chair is authorized to assign the abovesaid Tax Sale Certificate of Purchase as to the above described mobile home in exchange for payment to the Treasurer of Champaign County, Illinois, of the sum of \$150.00, which shall be disbursed according to law. This resolution shall be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY EXECUTIVE

SALE TO NEW OWNER

11-21-002

RESOLUTION



**RESOLUTION AUTHORIZING THE COUNTY BOARD CHAIR TO ASSIGN
MOBILE HOME TAX SALE CERTIFICATE OF PURCHASE**

WHEREAS, pursuant to the authority of 35 ILCS 516/35 the County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent mobile home taxes;

AND WHEREAS, pursuant to this program the County of Champaign, as Trustee for the Taxing Districts, has obtained a Tax Sale Certificate of Purchase as to the following described mobile home:

35 RAINTREE DR

PERMANENT PARCEL NUMBER: 04-006-0228

As described in certificates(s) : 20 sold October 2017

AND WHEREAS, pursuant to public auction sale, Roxana Almaraz, Purchaser(s), has/have deposited the total sum of \$750.00 for the purchase of the said Certificate of Purchase and has/have requested that the County of Champaign assign to said Purchaser(s) the said Certificate of Purchase and all of the rights of Champaign County to obtain a Tax Certificate of Title as to the said mobile home and further, from said payment the County shall receive \$300.00 as a return for its certificates(s) of Purchase. The County Clerk shall receive \$0.00 for cancellation of certificate(s) and to reimburse for the charges advanced therefrom; the Auctioneer shall receive \$0.00 for services rendered; the Illinois Secretary of State shall receive the sum of \$150.00 for issuance of the Tax Certificate Title to said Purchaser(s); The Agent under his contract for services shall receive \$450.00;

AND WHEREAS, it appears to the Budget & Finance Committee that Champaign County and its taxing districts will be best served by assigning its said Tax Sale Certificate of Purchase to said Purchaser(s) in exchange for the aforesaid payment;

NOW THEREFORE BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the County Board Chair is authorized to assign the abovesaid Tax Sale Certificate of Purchase as to the above described mobile home in exchange for payment to the Treasurer of Champaign County, Illinois, of the sum of \$300.00, which shall be disbursed according to law. This resolution shall be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY EXECUTIVE

SALE TO NEW OWNER

11-21-003

Julia R. Rietz
State's Attorney



Courthouse
101 East Main Street
P. O. Box 785
Urbana, Illinois 61801
Phone (217) 384-3733
Fax (217) 384-3816
email: statesatty@co.champaign.il.us

**Office of
State's Attorney
Champaign County, Illinois**

November 22, 2020

Stephanie Fortado
Deputy Chair
Finance Committee
Champaign County Board Office
Brookens Administration Center
1776 E. Washington Street
Urbana, IL 61802

Re: Renewal of State's Attorney's Appellate Prosecutor Program for FY22

Dear Deputy Chair and County Board Members:

Enclosed for the Committee's consideration is a packet from the State's Attorney's Appellate Prosecutor Office containing the goals of the Program, a Statement regarding the matching funds, and a resolution implementing the agreement. This is the annual renewal of our agreement with the State's Attorney's Appellate Prosecutor Office to act on behalf of Champaign County State's Attorney's Office on the appeal of all cases, when requested to do so.

On behalf of the Champaign County State's Attorney's Office, I respectfully request that the Committee approve the renewal of this agreement and forward the recommendation to the County Board.

Sincerely,


Julia R. Rietz
State's Attorney

Enclosure

RESOLUTION

WHEREAS, the Office of the State's Attorneys Appellate Prosecutor was created to provide services to State's Attorneys in Counties containing less than 3,000,000 inhabitants; and

WHEREAS, the powers and duties of the Office of the State's Attorneys Appellate Prosecutor are defined and enumerated in the "State's Attorneys Appellate Prosecutor's Act", 725 ILCS 210/1 et seq., as amended; and

WHEREAS, the Illinois General Assembly appropriates monies for the ordinary and contingent expenses of the Office of the State's Attorneys Appellate Prosecutor, one-third from the State's Attorneys Appellate Prosecutor's County Fund and two-thirds from the General Revenue Fund, provided that such funding receives approval and support from the respective Counties eligible to apply; and

WHEREAS, the Office of the State's Attorneys Appellate Prosecutor shall administer the operation of the appellate offices so as to insure that all participating State's Attorneys continue to have final authority in preparation, filing, and arguing of all appellate briefs and any trial assistance; and

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board, in regular session, this ____ day of _____, 20__ does hereby support the continued operation of the Office of the State's Attorneys Appellate Prosecutor, and designates the Office of the State's Attorneys Appellate Prosecutor as its Agent to administer the operation of the appellate offices and process said appellate court cases for this County.

BE IT FURTHER RESOLVED that the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor are hereby authorized to act as Assistant State's Attorneys on behalf of the State's Attorney of this County in the appeal of all cases when requested to do so by the State's Attorney, and with the advice and consent of the State's Attorney, prepare, file, and argue appellate briefs for those cases; and also, as may be requested by the State's Attorney, to assist in the prosecution of cases under the Illinois Controlled Substances Act, the Cannabis Control Act, the Drug Asset Forfeiture Procedure Act, and the Narcotics Profit Forfeiture Act. Such attorneys are further authorized to assist the State's Attorney in the trial and appeal of tax objections.

BE IT FURTHER RESOLVED that the Office of the State's Attorneys Appellate Prosecutor will offer Continuing Legal Education training programs to the State's Attorneys and Assistant State's Attorneys.

BE IT FURTHER RESOLVED that the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor may also assist the State's Attorney of this County in the discharge of the State's Attorney's duties in the prosecution and trial of other cases, and may act as Special Prosecutor if duly appointed to do so by a court having jurisdiction.

BE IT FURTHER RESOLVED that if the Office of the State's Attorneys Appellate Prosecutor is duly appointed to act as a Special Prosecutor in this County by a court having jurisdiction, this County will provide reasonable and necessary clerical and administrative support and victim-witness coordination on an as-needed basis and will also cover all reasonable and necessary case expenses such as expert witness fees, transcripts, evidence presentation, documents, lodgings, and all other expenses directly related to the prosecution of the case.

BE IT FURTHER RESOLVED that the Champaign County Board hereby agrees to participate in the service program of the Office of the State's Attorneys Appellate Prosecutor, commencing January 1, 2022 and ending December 31, 2022, by hereby appropriating the sum of \$41,000.00 as consideration for the express purpose of providing a portion of the funds required for financing the operation of the Office of the State's Attorneys Appellate Prosecutor, and agrees to deliver the same to the Office of the State's Attorneys Appellate Prosecutor on request during the stated twelve month period.

**Passed and adopted by the County Board of Champaign County, Illinois, this
_____ day of _____ 20__.**

Chairman _____

**ATTEST: _____
County Clerk**

Resolution No. 2021-

WHEREAS, the Office of the State's Attorneys Appellate Prosecutor was created to provide services to State's Attorneys in Counties containing less than 3,000,000 inhabitants; and

WHEREAS, the powers and duties of the Office of the State's Attorneys Appellate Prosecutor are defined and enumerated in the "State's Attorneys Appellate Prosecutor's Act", 725 ILCS 210/1 et seq., as amended; and

WHEREAS, the Illinois General Assembly appropriates monies for the ordinary and contingent expenses of the Office of the State's Attorneys Appellate Prosecutor, one-third from the State's Attorneys Appellate Prosecutor's County Fund and two thirds from the General Revenue Fund, provided that such funding receives approval and support from the respective Counties eligible to apply; and

WHEREAS, the Office of the State's Attorneys Appellate Prosecutor shall administer the operation of the appellate offices so as to Insure that all participating State's Attorneys continue to have final authority in preparation, filing, and arguing of all appellate briefs and any trial assistance; and

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board, In regular session, this 16th day of December, 2021 does hereby support the continued operation of the Office of the State's Attorneys Appellate Prosecutor, and designates the Office of the State's Attorneys Appellate Prosecutor as Its Agent to administer the operation of the appellate offices and process said appellate court cases for this County.

BE IT FURTHER RESOLVED that the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor are hereby authorized to act as Assistant State's Attorneys on behalf of the State's Attorney of this County In the appeal of all cases when requested to do so by the State's Attorney, and with the advice and consent of the State's Attorney, prepare, file, and argue appellate briefs for those cases; and also, as may be requested by the State's Attorney, to assist in the prosecution of cases under the Illinois Controlled Substances Act, the Cannabis Control Act, the Drug Asset Forfeiture Procedure Act, and the Narcotics Profit Forfeiture Act. Such attorneys are further authorized to assist the State's Attorney In the trial and appeal of tax objections.

BE IT FURTHER RESOLVED that the Office of the State's Attorneys Appellate Prosecutor will offer Continuing Legal Education training programs to the State's Attorneys and Assistant State's Attorneys.

BE IT FURTHER RESOLVED that the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor may also assist the State's Attorney of this County In the discharge of the State's Attorney's duties in the prosecution and trial of other cases and may

act as Special Prosecutor if duly appointed to do so by a court having jurisdiction.

BE IT FURTHER RESOLVED that if the Office of the State's Attorneys Appellate Prosecutor is duly appointed to act as a Special Prosecutor In this County by a court having jurisdiction, this County will provide reasonable and necessary clerical and administrative support and victim-witness coordination on an as-needed basis and will also cover all reasonable and necessary case expenses such as expert witness fees, transcripts, evidence presentation, documents, lodgings, and all other expenses directly related to the prosecution of the case.

BE IT FURTHER RESOLVED that the Champaign County Board hereby agrees to participate In the service program of the Office of the State's Attorneys Appellate Prosecutor for Fiscal Year 2022, commencing January 1, 2022 and ending December 31, 2022, by hereby appropriating the sum of \$41,000.00 as consideration for the express purpose of providing a portion of the funds required for financing the operation of the Office of the State's Attorneys Appellate Prosecutor, and agrees to deliver the same to the Office of the State's Attorneys Appellate Prosecutor on request during the Fiscal Year 2022.

Passed and adopted by the County Board of Champaign County, Illinois, this 16th day of December 2021.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

Susan W. McGrath
Champaign County Circuit Clerk



Champaign County Courthouse
101 East Main Street
Urbana, IL 61801
Phone (217) 384-3725
Fax (217) 384-3879

TO: Champaign County Board Members
Darlene Kloeppel, Champaign County Administrator

FROM: Susan W. McGrath
Champaign County Circuit Clerk

RE: Proposed Civil Fee Ordinance

DATE: November 30, 2021

The Illinois Supreme Court has issued its new Manual on Record Keeping which will become effective January 1, 2022. As part of that Manual, the various case type designations for the cases our office handles are going to change. The fees charged for these cases do not change because of the new Manual, except for a downward change in the fees we can charge in the residential mortgage foreclosure cases. That downward change is due to an Illinois Supreme Court case in which the court ruled that certain charges assessed as part of the filing fee for those cases were unconstitutional.

Those changes are as follows:

	<u>Old Fee</u>	<u>New Fee</u>
Real Estate Mortgage Foreclosures 0-49	\$481	\$383
Real Estate Mortgage Foreclosures 50-174	\$681	\$387
Real Estate Mortgage Foreclosures 175+	\$931	\$392

This will have a negative impact on the clerk operations and administration fund as the old fee contained a 2% fee to the Circuit Clerk's office which we can no longer charge.

In addition, you will see in the ordinance that in addition to listing the filing fees by Schedule, I have also added in the specific case types that are designated for each of those categories by the Manual. Having the information set forth in this manner will make it easier for the staff, and for the public, to determine what the filing fees are for these cases, along with the miscellaneous fees for items such as expungement petitions and jury demands.

I appreciate your consideration of this proposed ordinance. Please do not hesitate to contact me if you have any questions.

ORDINANCE NO. 2021-__

**AN ORDINANCE REVISING CIVIL FEES TO BE CHARGED BY THE CLERK OF
THE CIRCUIT COURT**

WHEREAS, the Champaign County Board passed an Ordinance establishing Civil Fees and Criminal and Traffic Assessments to be Charged by the Clerk of the Circuit Court on May 23, 2019; and

WHEREAS, the fees to be charged in certain case types for the filing of pleadings and for other services provided by Circuit Clerks in civil cases have been modified after the said Ordinance was passed; and

WHEREAS, the Ordinance which went into effect on May 23, 2019 set forth the schedules of fees but not the case types to which they applied; and

WHEREAS, the Illinois Supreme Court has changed the case type codes in the Manual on Record Keeping effective January 1, 2022;

NOW THEREFORE BE IT ORDAINED BY THE CHAMPAIGN COUNTY BOARD that the Circuit Clerk’s civil fees are hereby revised pursuant to the requirements of 705 ILCS 105/27.1(b) of the Clerk of the Court Act with the inclusion of case types for each Schedule, as follows:

CIVIL CASES: The fee for filing a complaint, petition, or other pleading initiating a civil action shall be as set forth in the applicable schedule under this subsection in accordance with case categories established by the Supreme Court in Schedules:

Schedule 1 through Schedule 4

1. SCHEDULE 1 FILING FEE: \$306.00

This Schedule includes the following case types:

- (AR) Arbitration cases where the amount in controversy is over \$15,000.01
- (CH) Chancery
- (DC and DN) Dissolution cases **except:**
 - Counterclaims and Third-Party Complaints \$306.00 minus any appearance fee already paid
- (ED) Eminent Domain cases
- (EV) Eviction cases with money claim of \$10,000.01 and over
- (FA) Family cases, **except:**
 - Petitions filed under the Parental Notification of Abortion Act
 - Voluntary petitions to determine parentage filed pursuant to the Illinois Parentage Act
- (FC) Commercial Foreclosures \$306.00
 - Real Estate Mortgage Foreclosures 0-49 \$383.00
 - Real Estate Mortgage Foreclosures 50-174 \$387.00

Real Estate Mortgage Foreclosures 175+ \$392.00

(NOTE: All of the real estate mortgage foreclosure case filing fees include a \$75 fee for the mandatory Sixth Circuit Mediation Program)

- (GR) Guardianship cases
- (LA) Law cases, **except:**
Counterclaims and Third-Party Complaints \$306.00 minus any appearance fee already paid
- (LM) Law Magistrate cases where the amount in controversy is \$15,000.01 or more, **except:**
- (MR) Miscellaneous Remedy cases, which will be primarily name change cases, **except:**
Cases filed pursuant to the Estrays and Lost Property Act
Petitions seeking administrative review of unemployment decisions filed pursuant to the Unemployment Insurance Act
- (MC) Municipal Corporation cases
- (TX) Tax cases

2. SCHEDULE 2 FILING FEE: \$248.00

This Schedule includes the following case types:

- (AR) Arbitration cases where the amount is \$15,000 or less
- (EV) Eviction cases with money claim of \$10,000.00 or less
- (LM) Law Magistrate cases where the amount is \$15,000 or less, **except:**
Counterclaims and Third-Party Complaints \$248.00 minus any appearance fee already paid
- (PR) Probate cases, **except:**
- (SC) Small Claims cases where the amount is \$2,500.01 or more **except:**
Counterclaims and Third-Party Complaints \$248.00 minus any appearance fee already paid

3. SCHEDULE 3 FILING FEE: \$89.00

This Schedule includes the following case types:

- (AD) Adoption cases, **except:**
Petitions for the appointment of a confidential intermediary filed pursuant to the Adoption Act
- (EV) Eviction cases seeking possession only
- (SC) Small Claims cases where the amount in controversy is \$2500.00 or less

4. SCHEDULE 4 FILING FEE: \$0

- (AD) Petitions for the appointment of a confidential intermediary filed pursuant to the Adoption Act
- (FA) Petitions filed under the Parental Notification of Abortion Act
Voluntary petitions to determine parentage filed pursuant to the Illinois Parentage Act
- (GC) Government Corporation cases
- (MH) Mental Health cases

- (MR) Cases filed pursuant to the Estrays and Lost Property Act
Petitions seeking administrative review of unemployment decisions filed
pursuant to the Unemployment Insurance Act
- (OP) Order of Protection cases
- (PR) The filing of a will pursuant to Section 601 of the Probate Act

CIVIL CASES: The fee for filing an entry of appearance of an answer in a civil action, including a cannabis civil law action pursuant to the Cannabis Control Act, shall be as set forth in the applicable schedule under this subsection in accordance with case categories established by the Supreme Court in Schedules:

Schedule 1 through Schedule 3

1. SCHEDULE 1 ENTRY OF APPEARANCE OR ANSWER FEE: \$181.00

This Schedule includes the following case types:

- (AR) Arbitration cases where the amount in controversy is over \$15,000.01
- (CH) Chancery cases
- (DC and DN) Dissolution cases
- (ED) Eminent Domain cases
- (FA) Family cases, **except:**
Petitions filed under the Parental Notification of Abortion Act
Voluntary petitions to determine parentage filed pursuant to the
Illinois Parentage Act
- (GR) Guardianship cases
- (LA) Law cases, **except:**
Eviction cases for possession only
- (LM) Law Magistrate cases where the amount in controversy is \$15,000.01 or more,
except eviction cases filed for possession only
- (MC) Municipal Corporation cases
- (MR) Miscellaneous Remedy cases, which will be primarily name change cases,
except:
Cases filed pursuant to the Estrays and Lost Property Act
Petitions seeking administrative review of unemployment decisions filed
pursuant to the Unemployment Insurance Act
- (PR) Probate cases
- (SC) Small Claims cases where the amount is \$2,500.01 or more
- (TX) Tax cases

2. SCHEDULE 2 ENTRY OF APPEARANCE OR ANSWER FEE: \$109.00

This Schedule includes the following case types:

- (LA) Eviction cases seeking possession only
- (SC) Small Claims cases where the amount is \$2,500.00 or less

3. SCHEDULE 3 ENTRY OF APPEARANCE OR ANSWER FEE: \$0

This Schedule includes the following case types:

- (AD) Adoption cases

- (FA) Petitions filed under the Parental Notification of Abortion Act
Voluntary petitions to determine parentage filed pursuant to the
Illinois Parentage Act
- (MC) All appearances filed by Municipal Corporations
- (MH) Mental Health Cases
- (MR) Cases filed pursuant to the Estrays and Lost Property Act
Petitions seeking administrative review of unemployment decisions filed
pursuant to the Unemployment Insurance Act
- (OP) Order of Protection cases

**MISCELLANEOUS FEES COLLECTED IN CIVIL CASES AND UTILIZED FOR
OPERATIONAL COURT SYSTEM NEEDS**

Alias Summons or Citation	\$5
Annual Child Support and Maintenance Fee	\$36
Appeal Preparation	
If record is 100 pages or less	\$60
If record is between 100 and 200 pages	\$150
If record is 200 pages or more	\$150 plus additional fee of 25 cents/page
Certifications to the Secretary of State pursuant to the Family Financial Responsibility Law	\$5
Change of Venue	\$40
Clerk's Mailing Fees	\$10 plus cost of postage
Garnishment, Wage Deduction, Citation Proceedings	
Amount in controversy \$1000 or less	\$15
Amount in controversy between \$1000-\$5000	\$30
Amount in controversy greater than \$5000	\$50
Jury Fees	
All Civil Jury Demands except as specified below	
12 person jury	\$212.50
6 person jury	\$106.25
Jury Demand for Small Claims	
12 person jury	\$25.00
6 person jury	\$12.50
Jury Demand for Probate	
12 person jury	\$137.50
6 person jury	\$68.75

Petition to Expunge or Petition to Seal

TOTAL \$198 for the following for each case into which a petition is filed:

Clerk’s Filing Fee	\$60.00
ISP Fee	\$60.00
Clerk’s Mailing Fee	\$10.00
Certified Mailing Fee	\$68.00

Petition to Vacate or Modify

If filed within 30 days of entry of order	\$50.00
If filed more than 30 days after entry of order	\$75.00
Notice sent to Secretary of State	\$40.00

Probate Fees

Annual Account except for Final Account	\$25.00
Filing a Claim	
Amount claimed greater than \$150 and not more than \$500	\$25.00
Amount claimed greater than \$500 and not more than \$10,000	\$40.00
Amount claimed is greater than \$10,000	\$60.00
Filing a petition or supplemental proceeding based on action for equitable relief, including will contest, enforcement of contract for will, and proceedings involving testamentary trusts or the appointment of testamentary trustees	\$60.00
For each certified copy of Letters of Office, Court Orders, or certifications after the first copy requested, not including the cost of the copy	\$2.00
For each exemplification, not including the cost of the copy and certification	\$2.00

Record Searches \$6 per year plus costs of copies

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____



AARON AMMONS
CHAMPAIGN COUNTY CLERK

Champaign County, Illinois

1776 East Washington Street

Urbana, IL 61802

Office/Vitals: 217-384-3720 Taxes: 217-384-3722 Elections 217-384-3724

www.champaigncountyclerk.com

11/22/21

MEMO TO: County Executive Kloeppe and County Board

FROM: CHAMPAIGN COUNTY CLERK AARON AMMONS

County Executive Kloeppe and County Board,

This memo is to detail my attempt to purchase a vote by mail (VBM) sorting machine (Agilis Duo) from a vendor (Runbeck) that we have an existing relationship with. The purchase has been approved under the ARPA fund/line item for 2022 however, I need to sign the contract with Runbeck during this fiscal year.

Why do I need to sign a contract that will not be fulfilled until 2022? Due to the massive increase in VBM, many jurisdictions are buying mail sorting machines which is causing a large back log. In essence, the longer we wait to sign the contract the further back on the list of assembly and distribution Champaign County will be. If I wait until January to sign the contract, the vendor has alerted me that our delivery could be pushed back to March or April.

Why is that a problem? From an election's perspective, the Clerk's office will be busy with petitions and election prep from January 13th until July 12, 2022. We need any new equipment to arrive as early as possible in January to give the vendor time to assemble the machine, install the software, and allow staff and I time to be trained on the new equipment. This is a large machine with many components and operational things to learn. Pushing the delivery, assembly, and training back to late March, or early April, would leave little time for adjustments to the hardware, or software, before the first day of early voting on May 19, 2022.



AARON AMMONS
CHAMPAIGN COUNTY CLERK

Champaign County, Illinois

1776 East Washington Street
Urbana, IL 61802

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Why we did not put this out for bid? We have an existing relationship with Runbeck because we purchased the smaller DUO in 2020 which has a 3-year maintenance agreement tied to it. We have also done extensive work with our Voter Registration vendor and the State Board of Elections to make the current DUO machine compatible with our VR system and we would have to start that entire process over again with a new vendor.

We did look at two of their competitors BlueCrest and HART. HART is out of state and must be approved by the Illinois State Board of Elections for use in Illinois. BlueCrest, whom I spoke with at the most recent IACO conference has a much larger machine that is ideal for larger counties with warehouse space. The BlueCrest machine is also over a million dollars.

Sincerely,

A handwritten signature in black ink that reads "Aaron Ammons".

Aaron Ammons
Champaign County Clerk

Champaign County ARPA Purchase Order/Expenditure Request

1.	Project	County Clerk Vote By Mail Sorting Machine	
2.	Contact	Aaron Ammons, Angela Patton	
3.	Proposed Total Expense	\$318,000.00	
4.	Proposed Current Expense	\$228,000.00	
5.	Proposed Expense Timeline		
	FY 2022	\$228,000.00	ARPA Budget Includes \$675,000 for County Clerk Equipment/Services
	FY 2023	\$30,000.00	
	FY 2024	\$30,000.00	
	FY 2025	\$30,000.00	
	FY 2026		
6.	Proposed ARPA Category	Public Health 1.7: Capital Investments or Physical Plant Changes to Public Facilities that Respond to the COVID-19 Public Health Emergency	
7.	Project Description	The machine will increase the vote by mail processing capabilities of the County Clerk's Office and reduce the reliance on in-person voting, in effort to mitigate and respond to COVID-19.	
8.	Vendor	Runbeck Election Services, Inc.	
9.	Proposed Items/Equipment/Costs	Agilis Sorting System, 2 Stackers, 8 Pockets, Label Printer, Auto Thickness Detect, Agilis Sorting Software, Automatic Opener, Auto Signature Recognition, 4-Year Contract Period, Training, Installation, Setup and Integration, License and Support Fee, Customer Discount	
10.	Date of Request	November 23, 2021 for 2022 Fiscal Year	



SHERIFF DUSTIN D. HEUERMAN CHAMPAIGN COUNTY SHERIFF'S OFFICE

204 E. Main Street
Urbana, Illinois 61801-2702
(217) 384-1204

Dustin D. Heuerman

Sheriff

ph (217) 384-1205
fax (217) 384-3023

Chief Deputy Shannon Barrett

ph (217) 384-1222
fax (217) 384-1219

Captain Law Enforcement

Shane Cook

ph (217) 384-1207
fax (217) 384-1219

Captain/Jail Supt. Corrections

Karee Voges

ph (217) 819-3534
fax (217) 384-1272

Jail Information

ph (217) 384-1243
fax (217) 384-1272

Investigations

ph (217) 384-1213
fax (217) 384-1219

Civil Process

ph (217) 384-1204
fax (217) 384-1219

TO: Stephanie Fortado, Finance Committee Chairperson

FR: Sheriff Dustin D. Heuerman

DA: December 1, 2021

RE: Award of RFP 2021-009 for Full Body Security Scanner

The Sheriff's Office recently conducted a Request for Proposals (RFP 2021-009) for a full body security scanner for the Satellite Jail. This resulted in five proposals being submitted for review.

After careful review and consideration of all proposals by Captain Karee Voges, Jail Superintendent, Chief Deputy Shannon Barrett, and myself, we have chosen to proceed with the proposal by Romaine Companies for an Adani ConPass Dual View Full Body Security Screening System totaling \$166,250.63. This is \$8,749.37 less than the estimated amount of \$175,000 that was allocated for this purchase through FY22 ARPA funding.

This decision was based, in part, on the following factors:

- This proposal is the only proposal submitted that offers a dual view - the process of taking two images at different angles simultaneously. This helps to enhance the clarity of possible contraband and will better help eliminate the need for a physical search of an inmate.
- This proposal provides software that automatically detects suspected contraband and highlights the location of that possible contraband for verification by Correctional Officers. This will help correctional staff more effectively and efficiently locate and identify possible contraband.
- We spoke to other county jails who have full body scanners about the advantages and disadvantages of their model's functionality and options. This included the Sangamon County Jail, which has this specific model of full body scanner. They recommended the dual-view option both as a fail-safe (can still be used as single view if dual view option needs maintenance) and because of enhanced screening capabilities.

Thank you for your continued support of the Sheriff's Office and the safety and security of our correctional facilities.