

**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE**

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

County of Champaign, Urbana, Illinois

Tuesday, February 15, 2022 at 6:30 p.m.

Shields-Carter Meeting Room/Zoom

Brookens Administrative Center

1776 East Washington Street, Urbana, Illinois

Pursuant to the Governor's Executive Order establishing a pandemic disaster in the State of Illinois that covers the County of Champaign, and the County Executive's determination that holding this meeting in person is not prudent at this time due to health concerns with rising numbers of COVID-19 cases and hospitalizations being reported in the county, this meeting will be held remotely via zoom. Public comment also will be taken remotely. The public may watch the meeting live or via recording on the County's [YouTube Channel](#).

Agenda Items

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I. Call to Order

II. Roll Call

III. Approval of Agenda/Addenda

IV. Approval of Minutes

A. January 11, 2022 – Regular Meeting

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V. Public Participation

- Being accepted remotely through Zoom – for instructions go to:

http://www.co.champaign.il.us/CountyBoard/Committee_Of_The_Whole/2022/220215_Meeting/220215_Zoom_Instructions.pdf

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>

- Emergency Management – October, November and December 2021
- Probation & Court Services – December 2021 and Quarterly Report
- Public Defender – December 2021
- Animal Control – January 2022

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

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C. Other Business

1. Resolution directing the County Board to modify the Animal Control Ordinance

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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 – January 2022

14-16

2. Appointments/Reappointments (*italics indicates incumbent*)
 - a. Resolution appointing *Phil Fiscella (R)* to the Champaign-Urbana Mass Transit District Board, term ending 12/31/2026 17-18
 - b. Resolution appointing *Rachel Voss* to the Rural Transit Advisory Group, term ending 12/31/2022 19-20
 - c. Resolution appointing *Lori Larson* to the Rural Transit Advisory Group, term ending 12/31/2022 21-22
 - d. Resolution appointing *Mary Sleeth* to the Rural Transit Advisory Group, term ending 12/31/2022 23-24
 - e. Resolution appointing *Nathan Montgomery* to the Rural Transit Advisory Group, term ending 12/31/2022 25-26
 - f. Resolution appointing *Tawanna Nickens* to the Rural Transit Advisory Group, term ending 12/31/2022 27-28
 - g. Resolution appointing *John Ehmen* to the #10 Town of Ogden Drainage District, term ending 8/31/2023 29-30
 - g. 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*)
 - h. Applications for open appointments (*information only*) 31-33
 - i. List of appointments expiring in 2021 – full list available on the County’s website at:
<https://www.co.champaign.il.us/CountyExecutive/appointments/AppointmentsExpiring2022.pdf> (*information only*)
 3. Recommendation to the Finance Committee for approval of the creation of a new position titled Animal Control Clerk/Kennel Worker and recommends the new Clerk/Kennel Worker position to be added to the AFSCME General Bargaining Unit in Grade Range D. 34-37
- B. County Clerk
- A. Monthly Report – January 2022 38
- 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 21-00069 39-40
Fund 611 County Clerk Surcharge Fund / Dept 022 County Clerk
Increased Appropriations: \$760
Increased Revenue: \$760
Reason: To cover final surcharge funds for 2021 death certificate surcharges to IL Dept. of Public Health

2. Budget Amendment 21-00070 41-42
Fund 080 General Corporate / Dept 031 Circuit Court
Increased Appropriations: \$219
Increased Revenue: \$0
Reason: Request increased appropriation to our regular full-time employees line to remedy the overdrawn line for an employee payout

3. Budget Amendment BUA2022/1/62 43-44
Fund 1080 General Corporate / Dept 075 General County
Increased Appropriations: \$28,520
Increased Revenue: \$0
Reason: Amendment necessary for 2020 audit services incomplete at the end of FY 2021, to be paid for in FY 2022

4. Budget Amendment BUA2022/1/346 45
Fund 8850 GIS Consortium / Dept 111 GIS Operations and Administration
Increased Appropriations: \$1,790
Increased Revenue: \$0
Reason: Amendment necessary for 2020 audit services incomplete at the end of FY2021, to be paid for in FY2022

- B. County Executive
1. Resolution authorizing an Intergovernmental Agreement for animal control services with the Village of Tolono 46-48

2. Resolution authorizing an Intergovernmental Agreement for animal control services with the Village of Savoy 49-50

3. Resolution authorizing an Intergovernmental Agreement for animal control services with the City of Urbana 51-56

4. Recommendation to the County Board for approval of the creation of a new position titled Animal Control Clerk/Kennel Worker and recommends the new Clerk/Kennel Worker position to be added to the AFSCME General Bargaining Unit in Grade Range D. 57-60

5. Budget Amendment BUA2022/2/11 61-63
Fund 2091 Animal Control / Dept 247 Animal Warden Services
Fund 2091 Animal Control / Dept 248 Animal Impound Services
Increased Appropriations: \$115,636
Increased Revenue: \$54,553
Reason: New contracts added and additional appropriation needed. See attached memo for more details

6. Resolution abating certain taxes hereto levied to pay the principal of and interest on various outstanding bonds of the County of Champaign, Illinois 64-67

C. Treasurer

1. Monthly Report – November 2021 - Reports are available on the Treasurer’s webpage at:
<http://www.co.champaign.il.us/treasurer/reports.php>

2. Resolution authorizing the County Executive to assign mobile home tax sale certificate
of purchase

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D. Auditor

1. Monthly Report – January 2022 - Reports are available on the Auditor’s webpage at:
<http://www.co.champaign.il.us/auditor/countyboardreports.php>

E. Other Business

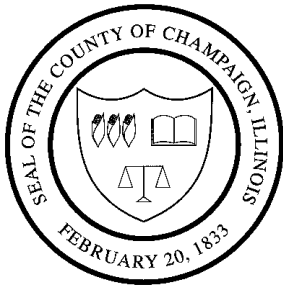
F. Chair’s Report

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

X. Other Business

XI. Adjournment

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.



CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE
Finance/ Policy, Personnel, & Appointments/Justice & Social Services
County of Champaign, Urbana, Illinois
Tuesday, January 11, 2022 at 6:30 p.m.

Shields-Carter Meeting Room/Zoom
Brookens Administrative Center
1776 East Washington Street, Urbana, Illinois

MINUTES – Subject to Approval

-
- Members Present via Zoom:** Samantha Carter, Lorraine Cowart, Aaron Esry, Stephanie Fortado, Stan Harper, Mary King, Jenny Lokshin, Jim McGuire, Diane Michaels, Brad Passalacqua, Jacob Paul, Emily Rodriguez, Chris Stohr, Jennifer Straub, Steve Summers, Leah Taylor, Eric Thorsland, Bethany Vanichtheeranont, Kyle Patterson, Wayne Williams, Jodi Wolken
- Members Physically Present:** Steve Summers
- Members Absent:** Jim Goss
- Others Present:** Darlene Kloeppel (County Executive), Tami Ogden (Director of Finance), Dana Brenner (Facilities Director), Duane Northrup (Coroner), Beth Smith (Executive Assistant – Circuit Court), Susan McGrath (Circuit Clerk), CJ Johnson (Treasurer), Heather Soder (Director of Animal Control), Dalitso Sulamoyo (Chief Executive Officer – RPC), Dawn Rear (RPC - LIHEAP), Rita Kincheloe (Executive Administrative Assistant) and Mary Ward (Recording Secretary)
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Agenda Items

I. Call to Order

Chair Patterson called the meeting to order at 6:31 p.m.

II. Roll Call

A verbal roll call was taken, and a quorum was declared present.

III. Approval of Agenda/Addenda

MOTION by Ms. Michaels to approve the agenda; seconded by Ms. Carter. Upon vote, the **MOTION CARRIED** unanimously.

IV. Approval of Minutes

A. December 8, 2021 – Regular Meeting

MOTION by Mr. Thorsland to approve the minutes of December 8, 2021; seconded by Mr. Summers. Upon vote, the **MOTION CARRIED** unanimously.

Ms. Cowart joined the meeting at 6:40 p.m.

V. Public Participation

The following spoke in favor of the Resolution declaring Continued Utility Disconnections in Illinois to be a Pandemic Safety Risk. They cited various reasons for their support and encouraged the

committee to pass this resolution.

Allan Axelrod; Tyler Gegg, Urbana; Brandi McCoy, Urbana; Fiona Munro, Urbana; Grace Wilken, Urbana; Stuart Levy, Champaign; Rachel Harrison, Urbana; Eddie Pratt, Jr.; Kai Shinbrough, Urbana; Alex Taylor, Champaign; Thomas Day, Champaign County; Kendra Waide; Dat Luu; Rose (no last name); Michael Stephens; Ben Theobald, Urbana; Marina Manetti; Niklas Schemel; Rita Conerly, Champaign; Emiliano Vera, McDonough County; Sarah Holder, Champaign; Justin Hendrix, Champaign/Urbana; Sarah Nixon; Michael Brunn; Kyle Fleming; Matt Toczko, B/N CPUSA Club; Kyle Auer and Andrew DeFrees, Rock Island.

VI. Communications

Ms. Straub shared that C-U@Home has opened a low barrier/no barrier winter shelter.

Mr. McGuire wanted to acknowledge the upcoming Martin Luther King birthday and the many activities associated with it.

VII. Policy, Personnel, & Appointments

A. County Executive

1. Monthly HR Report – December 2021

Report was received and placed on file. Mr. Stohr encouraged members to let their constituents know about the many job openings and opportunities with the County.

2. Appointments/Reappointments

- a. 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

B. County Clerk

1. Monthly Report – December 2021
2. Semi-Annual Report – July-December 2021

The reports were received and placed on file.

C. County Board

1. Resolution declaring Continued Utility Disconnections in Illinois to be a Pandemic Safety Risk

MOTION by Ms. Cowart to approve the resolution declaring continued utility disconnections in Illinois to be a pandemic safety risk. Seconded by Mr. Paul.

Ms. Cowart stated that she will be voting yes on this resolution and knows the effect it can have on people.

Mr. Stohr had invited representatives from the Regional Planning Commission (RPC) to speak on the LIHEAP program. Dawn Rear spoke on the LIHEAP program and said the program assists households with both their gas and electric bills, including propane. It serves those that meet the 200% of poverty or less income eligibility. It also serves households that have utilities in their name.

Mr. Stohr had sent a list of questions which she addressed. First was how many are denied LIHEAP benefits in Champaign County? In PY 813 households were denied LIHEAP benefits out of 6000+ or approximately 13.5%. In PY22 (started 9/1/21) 4047 households have been served and of that 3.4% have been denied (approximately 138 households). There are many reasons people can be denied. Another question was can

LIHEAP prevent utility shut offs. Yes, it can. Can apply from now through May 31 whether they need assistance because they are behind or if they are about to be shut off. They can apply to either maintain or restore power. There are times people are at the benefit limit for the program year. If they are, they are referred to other agencies who may be able to assist them. Another question was how soon someone can receive assistance to their bill. If they apply and all documents and application are complete, the pledge will be made that day to their utility vendor. The last question was about whether there were other utility helping sources and there are. There is a water program that assists with both water and waste-water.

Ms. Michaels asked about LIHEAP and if they ever run out of funds. The program runs September 1 to May 31. Can apply for two benefits; direct vendor payment and can come in another time if they receive a disconnect notice for reconnection assistance. Sometimes, people come in and they are already in disconnect status. They receive all of their benefit at that time. That is how the program is structured.

Mr. McGuire thanked Chris for asking the questions so the board can have a better understanding of the programs and how they work. He feels we should focus more on Champaign County and how we can serve people. He will not support this resolution but will support the local programs and resources. Feels we are addressing the issue locally.

Ms. Kloepfel reminded the board that they had allocated some of the ARPA funds for utility assistance and primarily at the time it was for water and sewer. Sewer is what we have a request for from the C-U Sanitary District.

Mr. Williams stated he can't support the resolution as written. Feels that it's lacking in some areas. It should also address an eviction moratorium. Much of the data is dated; needs to have more current information. Would like to also see it address a lack of ICU beds in our region, Region 6. It talks about a moratorium on utility disconnections and would like to see those that use propane addressed. He would like to table the motion and bring an updated resolution. Mr. Paul said that he had emailed an updated resolution.

MOTION by Mr. Williams to table the resolution. Seconded by Ms. King.

Discussion was held on the motion to table. Ms. Fortado wanted to clarify that the amount of ARPA funds that was put specifically into household assistance was \$450,000. It can be expanded to be used in other areas. On the question of tabling, agrees that we need to address covid has impacted vulnerable populations. The resolution as it currently stands is somewhat outdated and doesn't capture why it should be supported. Feels that we don't need to table it but to forward it on to the full board in a re-written form.

Mr. Thorsland agrees with Mr. Williams and Ms. Fortado. The resolution needs to be re-worked. We need to take care of the whole county. He would like to see it come back to the full Board next week. He is willing to help work on the resolution and bring it back in a revised form.

Ms. Rodriguez will not vote to table. This resolution does not carry the force of law, but is to help start a conversation.

Mr. Patterson supports the resolution but doesn't think we should table. Feels the resolution should be updated. As far as procedure, he feels we should pass it tonight and have an updated version at the County Board to amend it to.

Ms. Carter said that the data is outdated but we need this. We need to do something as soon as possible. She had concerns that people were denied because they had already used their benefit for the year. She asked Ms. Rear from LIHEAP to clarify how the benefits work. Ms. Rear responded that people could come in, typically twice a year. The first time they apply for their benefit most likely the first benefit is the direct vendor benefit will assist and help with their utility and they are taken care of. If they come in and are eligible a second time if they are in a situation where they are going to be disconnected. Sometimes, people

come in for the first time and they are already in a disconnect situation. Their first benefit is not enough to keep them connected or to restore their utilities, so they have to also use their second benefit. The program year runs September 1 to May 31, not a full calendar year. They could be denied the second time if they used all their benefit the first time. Ms. Carter will support this moving forward.

Mr. Stohr asked if there is a mechanism for the board to supplement LIHEAP using ARPA funds. Mr. Sulamoyo answered that in Illinois there are two funding streams for LIHEAP, federal and state funds. The state funds are used to supplement the federal funds. Federal funds along with supplemental funds are not enough to serve the entire eligible population. In Illinois there are about 1.3 million households that are eligible for LIHEAP. Collectively, all the agencies that provide LIHEAP services were able to serve 189,000 households. In the past couple of years there have been additional LIHEAP funds provided through the CARES act. We work with multiple sources of funding to serve those who are eligible to receive services. The program is not a 12-month program. We are one of the leading agencies for providing services during the pandemic.

Mr. Stohr asked if they had sufficient funds to meet current needs. Ms. Rear stated that at this time they do.

Ms. Carter asked if LIHEAP helped with propane. They help with gas, propane and electric.

Mr. Paul asked if this resolution would be a benefit to RPC. Mr. Sulamoyo said that it would. LIHEAP is for those who can't afford to pay their utilities. Most individuals that are eligible for assistance are paying up to 30%, it not more, of their income to utilities. Mr. Paul encouraged the board to vote no to table and to move this resolution on.

The **MOTION to TABLE** was withdrawn by Mr. Williams. Ms. King, as the second to the motion, was in favor of withdrawing the motion. The **MOTION to TABLE** is no longer under consideration.

Ms. Fortado suggested we move the motion forward with a friendly amendment to have an updated motion/resolution for the full County Board.

The **MOTION** now reads to approve the resolution declaring continued utility disconnections in Illinois to be a pandemic safety risk with the understanding that we intend to bring updated language to the full board.

Ms. Cowart had made the original motion and was agreeable to the amendment as was Mr. Paul who had seconded the motion.

Upon roll call vote the **MOTION** passed with 16 yeas and 5 nays.

D. Other Business

There was no other business.

E. Chair's Report

There was no chair's report

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

There were no items placed on the Consent Agenda.

VIII. Finance

A. Budget Amendments/Transfers

1. Budget Amendment 21-00064

Fund 080 General Corporate / Dept 031 Circuit Court

Increased Appropriations: \$15,000

Increased Revenue: \$26,479

Reason: Increased revenue from AOIC COVID Rapid Relief and request for additional expenditure

MOTION by Ms. Straub to recommend County Board approval of a resolution approving budget Amendment 21-00064; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED** unanimously.

2. Budget Amendment 21-00065

Fund 080 General Corporate / Dept 042 Coroner

Increased Appropriations: \$27,868

Increased Revenue: \$5,787

Reason: To cover increase autopsy, toxicology, and histology expenses. Increased revenue from Northwestern University Grant for toxicology expenses.

MOTION by Mr. Esry to recommend County Board approval of a resolution approving budget Amendment 21-00065; seconded by Ms. Michaels. Upon vote, the **MOTION CARRIED** unanimously.

3. Budget Amendment 21-00066

Fund 080 General Corporate / Dept 023 Recorder

Increased Appropriations: \$163,779

Increased Revenue: \$245,580

Reason: Increased real estate activity end of FY2021 generating additional revenue and requiring additional appropriation to submit the state's portion of funding. Additional appropriation needed in elected official line due to salary administration miscalculation during budget prep.

MOTION by Mr. McGuire to recommend County Board approval of a resolution approving budget Amendment 21-00066; seconded by Ms. King. Upon vote, the **MOTION CARRIED** unanimously.

4. Budget Amendment 21-00068

Fund 627 / Dept 026 County Treasurer

Increased Appropriations: \$9,595

Increased Revenue: \$9,595

Reason: Increased revenue due to non-redemption of interest for prior years for property tax CD & increased revenue from tax sale resulting in appropriation increase.

MOTION by Ms. Carter to recommend County Board approval of a resolution approving budget Amendment 21-00068; seconded by Mr. Williams. Upon vote, the **MOTION CARRIED** unanimously.

5. Budget Amendment BGA22-3

Fund 1080 / Dept 127 Veteran's Assistance Commission

Increased Appropriations: \$5,150

Increased Revenue: \$0

Reason: Donations received in December 2021 (recorded to Reserve Fund Balance) to be distributed to Veterans in FY2022

MOTION by Ms. Michaels to recommend County Board approval of a resolution approving budget Amendment BGA22-3; seconded by Ms. Carter. Upon vote, the **MOTION CARRIED** unanimously.

6. Budget Amendment BGA22-36
Fund 2630 / Dept 030 Circuit Clerk
Increased Appropriations: \$68,000
Increased Revenue: \$0
Reason: Re-encumber FY2021 Transfer (21-00004) for furnishings and carpeting

MOTION by Mr. Esry to recommend County Board approval of a resolution approving budget Amendment BGA22-36; seconded by Ms. Straub. Mr. McGuire recused himself from voting. Upon vote, the **MOTION CARRIED** unanimously

B. Treasurer

1. Monthly Report – October 2021 - Reports are available on the Treasurer’s webpage at:
<http://www.co.champaign.il.us/treasurer/reports.php>

The report was received and placed on file.

C. Auditor

1. Monthly Report – December 2021 - Reports are available on the Auditor’s webpage at:
<http://www.co.champaign.il.us/auditor/countyboardreports.php>

The report was received and placed on file.

D. Sheriff

1. Outside Boarding Appropriation (*information only*)
2. Award of contract pursuant to RFP 2021-013 Food and Commissary Service (*information only*)

Information only.

E. Other Business

There was no other business.

F. Chair’s Report

Ms. Fortado wanted to thank the all the finance staff and all staff who worked on getting the ERP rolled out.

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

Items to place on the Consent Agenda include A. 1 - 6

IX. 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 – November 2021
 - Public Defender – November 2021
 - Animal Control – June – December 2021
 - Memo from the County Executive

The reports were received and placed on file along with the memo from the County Executive.

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

Information only.

C. Other Business

There was no other business.

D. Chair's Report

There was no Chair's Report.

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

There were no items to place on the Consent Agenda.

X. Other Business

- A. Closed session pursuant to 5 ILCS 120/2(c)5 to discuss the setting of a price for sale, purchase or lease of property owned by Champaign County.

MOTION by Mr. Thorsland to adjourn this meeting and enter into executive session pursuant to 5 ILCS 120/2 (c)5 to discuss the purchase or lease of real property for the use of the public body and that the following parties remain present: County Executive Darlene Kloepfel, Director of Finance Tami Ogden, Facilities Director Dana Brenner, IT Manager Tim Breen, Executive Administrative Assistant Rita Kincheloe and Administrative Assistant Mary Ward. The motion was seconded by Mr. Esry. Upon roll call vote, the **MOTION CARRIED** unanimously.

XI. Adjournment

Chair Patterson adjourned the meeting at 8:45 p.m. and moved to closed session.

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

	July	August	Sept	Oct	Nov	Dec	Total YTD
1. Personnel Costs	\$23,289	\$22,439	\$22,982	\$23,437	\$21,948	\$22,862	\$136,957
2. Payroll Taxes/Benefits	\$5,710	\$6,058	\$4,963	\$4,895	\$5,458	\$5,403	\$32,487
Computer Hardware & Software	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Property Insurance	\$25	\$25	\$25	\$25	\$28	\$28	\$156
Building & Grounds Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utilities	\$112	\$130	\$107	\$72	\$115	\$160	\$696
Janitorial Service	\$231	\$176	\$225	\$218	\$225	\$6,294	\$7,369
Equip Maintenance Agreements	\$74	\$56	\$86	\$48	\$59	\$73	\$396
Depreciation	\$369	\$389	\$389	\$390	\$395	\$508	\$2,440
Total Occupancy	\$811	\$776	\$832	\$753	\$822	\$7,063	\$11,057
Office Supplies	\$153	\$95	\$104	\$103	\$97	\$447	\$999
Contractual / Professional Fees	\$752	\$703	\$670	\$554	\$643	\$602	\$3,924
Travel / Training	\$261	\$163	\$246	\$527	\$271	\$237	\$1,705
Client Assistance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Rent	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Telephone / Cell Phone	\$363	\$369	\$379	\$391	\$395	\$472	\$2,369
Liability / Malpractice Insurance	\$301	\$287	\$287	\$273	\$305	\$297	\$1,750
Moving & Recruiting	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Program Expenses	\$31,640	\$30,890	\$30,463	\$30,933	\$29,939	\$37,383	\$191,248
ALLOCATED M&G	\$6,515	\$7,371	\$6,824	\$6,601	\$6,740	\$6,937	\$40,988
TOTAL EXPENSE	\$38,155	\$38,261	\$37,287	\$37,534	\$36,679	\$44,320	\$232,236
Re-Entry Indirect - 11.9% Max							
Max M&G Allowed	\$4,274	\$4,172	\$4,115	\$4,178	\$4,044	\$5,049	\$25,833
Champaign County Total	\$35,914	\$35,062	\$34,578	\$35,111	\$33,983	\$42,432	\$217,081
Champaign County Paid	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$50,000

**Champaign County
Animal Control Task Force**

**Report and Recommendations to
Improve Animal Welfare and
Communication within the County**

Contributors

ACTF Members

Matthew Bain - City of Urbana

Diane Michaels - County Board

Shannon Miner - City of Champaign

Emily Rodriguez - County Board

Art Siegel - Ret. UIUC Veterinary Medicine

Matthew L. Sullard - State's Attorney's Office

Leah Taylor - County Board

Mary Tiefenbrunn - Champaign County Humane Society

In December, 2020, through a series of errors and miscommunications, Champaign County Animal Control mistakenly euthanized a dog in their facility. In response, the Champaign County Board created this Task Force to look into the current practices and legislation affecting Animal Control. Per State Statute, the County is required to fund and operate an Animal Control office, with the County Board involved in the budgetary process, and the remainder of the duties falling under the County Executive. The following are the findings of the Task Force, and their recommendations.

Animal Control Practices Recommendations

1. Animal Control should hire an Assistant Director to perform administrative duties and act in place of the Director when needed.
2. Yearly continuing education for Animal Control officers to improve community relations/engagement as well as improving the outcomes for animals that end up at the facility.
3. Animal Control has no real social media presence. Their website is the basic stock County general information page. An interactive website with expanded information and resources would not only help the public, improve relations between the public and Animal Control, but would also make Animal Control's work easier in the long run.
4. Animal Control should leverage its relationships with other community entities, such as rescue groups, University of Illinois Veterinary Medicine, and the Humane Society to restart and expand the feline spay/neuter program it used to oversee.
5. Most of the canines that are impounded or dumped at Animal Control are labeled as pit bulls. Animal Control should work with their partners and the community to offer low-cost spay and neuter programs, and reduced chip fees for this classification of dogs.
6. To reduce the possibility of accidental euthanasia to an animal that has reached its hold time limit, Animal Control should implement a double sign-off process. This would require 2 different Animal Control Officers to review the case, and sign off on the proposed euthanasia. A written policy on how Animal Control decides which animals to euthanize is needed.
7. State Statute has Animal Control counting Saturdays as Business Days, in the hold time calculation. Animal Control should make sure this is properly conveyed to the pet owners and/or increase their hold time.

Animal Control Support Recommendations

1. In the main, Animal Control has outgrown the building they are in, and it is no longer serving their needs.
 - a. The feline room does not have adequate ventilation to maintain a good airflow for its residents. Air conditioning needs to be increased for the benefit of the cats and staff during warmer months.
 - b. The canine area is quite chaotic and extremely loud. This is stressful for small or stressed dogs. A separate room away from the general canine population is needed to properly care for these animals.

Self-reported changes made since beginning of 2021

1. Increase in staff meetings to increase communication between officers and staff.
2. Hired 2 new staff (replacing 2 staff) that are more compliant with new processes.
3. Implemented a color-coded tag system for each kennel, for example - an animal that needs to be held for a court case has a uniquely colored kennel sign attached that says 'COURT'
4. County IT has created an email address for the public to report lost animals, send pictures of their lost animals, and other issues.

RESOLUTION NO. 2022-XXX

RESOLUTION DIRECTING THE CHAMPAIGN COUNTY BOARD TO MODIFY THE ANIMAL CONTROL ORDINANCE

WHEREAS, The champaign County Board recognizes that changes need to be made to the Animal Control Ordinance to prevent the unintended euthanasia of animals in their control by adding a dual verification system to the process.

WHEREAS, Such a change will add a Determined Accuracy by Dual Affirmation rule or Dada's Rule requiring two animal control staffers sign off on any euthanasia before proceeding.

WHEREAS, This change will require the County Board and the leadership of Animal Control to work together to initiate these changes and implement them in a timely fashion.

NOW THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to begin the process to add Determined Accuracy by Dual Affirmation to the Champaign County Animal Control Ordinance.

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to Champaign County Animal Control leadership.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this XX day of Xxxxxx A.D. 2022

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: _____



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloeppel, County Executive

MONTHLY HR REPORT JANUARY 2022

VACANT POSITIONS LISTING

VACANT POSITIONS AS OF COB 01/31/2022

*** Highlighted vacancies were reported this month

FUND	DEPT	EMPLOYEE NAME	JOB TITLE	HOURLY RATE	REG HRS	REGULAR SALARY	FY 2022 HRS	FY 2022 SALARY
80	20	vacant 8/19/21 (Brock)	Accountant - Auditor	22.42	1950	43,719.00	1,950.0	43,719.00
80	22	vacant 12/16/21 (Brock)	Tax Extension Specialist	28.50	1950	55,575.00	1,950.0	55,575.00
80	28	vacant 12/10/21 (Douglass)	Application Support Specialist	25.00	1950	48,750.00	1,950.0	48,750.00
80	28	vacant 12/16/21 (Meronek)	Systems Administrator	33.00	1950	64,350.00	1,950.0	64,350.00
80	30	vacant 12/23/20 (Belcher)	Executive Assistant	18.59	1950	36,250.50	1,950.0	36,250.50
80	30	vacant 8/31/21 (Cunningham)	Director of Operations	36.06	1950	70,317.00	1,950.0	70,317.00
80	30	vacant 10/15/21 (Brooks)	Account Clerk	18.19	1950	35,470.50	1,950.0	35,470.50
80	30	vacant 11/29/21 (Duncan)	Senior Legal Clerk	18.19	1950	35,470.50	1,950.0	35,470.50
80	30	vacant 12/22/21 (O'Brien)	Senior Legal Clerk	18.19	1950	35,470.50	1,950.0	35,470.50
80	30	vacant 12/25/21 (Lubben)	Senior Legal Clerk	18.19	1950	35,470.50	1,950.0	35,470.50
80	36	vacant 01/01/22 (New Position)	Assistant Public Defender	27.12	1950	52,884.00	1,950.0	52,884.00
80	41	vacant 11/12/21 (Weaver)	Assistant State's Attorney	32.06	1950	62,517.00	1,950.0	62,517.00
80	41	vacant 7/23/21 (Clifton)	Victim Advocate	21.84	1950	42,588.00	1,950.0	42,588.00
80	42	vacant 01/01/22 (New Position)	Deputy Coroner	22.00	2080	45,760.00	2,080.0	45,760.00
80	51	vacant 11/30/21 (Elmore)	Assistant Superintendent	30.76	1950	59,982.00	1,950.0	59,982.00
80	51	vacant 6/28/21 (Cruz)	Court Services Officer	22.96	1950	44,772.00	1,950.0	44,772.00
80	51	vacant 7/21/21 (Adams)	Court Services Officer	21.29	1950	41,515.50	1,950.0	41,515.50
80	51	vacant 10/17/21 (Wazny)	Court Services Officer	20.88	1950	40,716.00	1,950.0	40,716.00
80	51	vacant 11/13/21 (Williams)	Court Services Officer	23.95	1950	46,702.50	1,950.0	46,702.50
80	51	vacant 12/03/21 (Cobb)	Court Services Officer	20.88	1950	40,716.00	1,950.0	40,716.00
80	51	vacant 12/06/21 (Saveley)	Court Services Officer	32.29	1950	62,965.50	1,950.0	62,965.50
80	51	vacant 12/09/21 (Rardin)	Court Services Officer	23.29	1950	45,415.50	1,950.0	45,415.50
80	51	vacant 12/30/21 (Gretz)	Court Services Officer	20.88	1950	40,716.00	1,950.0	40,716.00
80	51	vacant 01/17/22 (Ahart)	Court Services Officer	21.81	1950	42,529.50	1,950.0	42,529.50
80	52	vacant 2/8/21 (Hewkin)	Court Services Officer	28.65	1950	55,867.50	1,950.0	55,867.50
80	52	vacant 12/26/21 (Nau)	Court Services Officer	27.57	1950	53,761.50	1,950.0	53,761.50
80	77	vacant 9/4/20 (Heffernan)	Associate Planner	22.00	1950	42,900.00	1,950.0	42,900.00
80	77	vacant 01/01/22 (New Position)	Zoning Officer	18.48	1950	36,036.00	1,950.0	36,036.00
80	77	vacant 01/07/22 (Busboom)	Senior Zoning Technician	28.55	1950	55,672.50	1,950.0	55,672.50
80	140	vacant 10/31/16 (Syme)	Clerk - Corrections	14.53	1950	28,333.50	1,950.0	28,333.50
80	140	vacant 8/7/21 (Evans)	Correctional Officer	22.06	2080	45,884.80	2,080.0	45,884.80
80	140	vacant 9/10/21 (Banton)	Correctional Officer	22.06	2080	45,884.80	2,080.0	45,884.80
80	140	vacant 12/17/21 (Rosario)	Correctional Officer	24.80	2080	51,584.00	2,080.0	51,584.00
80	140	vacant 01/02/22 (Reed)	Correctional Officer	20.87	2080	43,409.60	2,080.0	43,409.60
80	140	vacant 01/09/22 (Paige promo to Sgt)	Correctional Officer	25.42	2080	52,873.60	2,080.0	52,873.60
80	140	vacant 01/10/22 (Spence promo to Sgt)	Correctional Officer	31.97	2080	66,497.60	2,080.0	66,497.60
80	140	vacant 11/26/21 (Ray)	Master Control Officer	17.07	2080	35,505.60	2,080.0	35,505.60
80	140	vacant 7/30/21 (Barth)	Part Time Master Control Officer	17.07	1040	17,752.80	1,040.0	17,752.80
80	140	vacant 8/29/21 (Skinner)	Part Time Master Control Officer	17.07	1040	17,752.80	1,040.0	17,752.80
80	140	vacant 11/23/21 (Andres-Mittman)	Part Time Master Control Officer	17.07	1040	17,752.80	1,040.0	17,752.80
83	60	vacant 10/7/21 (Farrell)	Hywy Motor Fuel Tax Accountant	21.33	2080	44,366.40	2,080.0	44,366.40
83	60	vacant 12/20/21 (Lybarger)	Senior Engineer	36.90	2080	76,752.00	2,080.0	76,752.00
671	30	vacant 8/6/21 (Cook)	Legal Clerk	15.50	1950	30,225.00	1,950.0	30,225.00
			-- TOTAL --			1,949,435.80		1,949,435.80

UNEMPLOYMENT REPORT

Notice of Claims Received – 3

Head Start – 2

Corrections – 1

Determinations Received – 1

Head Start – benefits approved

PAYROLL REPORT

JANUARY PAYROLL INFORMATION

Pay Group	1/14/2022		1/28/2022	
	EE's Paid	Total Payroll \$\$	EE's Paid	Total Payroll \$\$
General Corp	482	\$1,051,495.58	491	\$1,549,347.06
RPC/Head Start	284	\$425,711.79	285	\$531,773.92
Total	766	\$1,477,207.37	776	\$2,081,120.98

HEALTH INSURANCE/BENEFITS REPORT

Total Number of Employees Eligible: 644

General County Union (includes AFSCME & FOP):

174 Single; 34 EE+spouse; 62 EE+child(ren); 13 Family; 74 waived

Non-bargaining employees:

128 Single; 32 EE+spouse; 46 EE+child(ren); 14 Family; 67 waived

Life Insurance Premium paid by County: \$1,635.01

Health Insurance Premium paid by County: \$561,444.00

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

January 2022: .45 % average over the last 12 months

January 2022: 3 out of 664 Employees left Champaign County: 1 resignation, 2 retirements

WORKERS' COMPENSATION REPORT

Entire County Report	January 2021	January 2022
New Claims	4	6
Closed	2	4
Open Claims	38	29

EEO REPORT

January 2022 Monthly EEO Report General County Only	ads closing this month:									ads with no end date:										89
	Animal Control Warden - Animal Control	Tax Extension Specialist - County Clerk	Clerk - Sheriff	Court Services Officer - Probation & Court Services	Executive Assistant - Circuit Clerk	Highway Projects/MFT Accountant - Highway	Zoning Technician - Planning & Zoning	Systems Administrator - IT	Planning Internship - Planning and Zoning	Deputy Coroner/Autopsy Tech (PT) - Coroner	Legal Clerk (3 positions) - Circuit Clerk	Assistant State's Attorney - State's Attorney	Application Support Specialist - IT	Court Services Officer - IDC	Assistant Public Defender - Public Defender	Highway Projects/MFT Accountant - Highway	Grant Writer - Administrative Services			
Total Applicants	6	1	9	9	15	5	1	7	1	8	9	3	5	5	0	2	3			
Male	0	1	3	4	3	0	1	6	1	5	3	0	4	1	0	0	2			
Female	6	0	6	5	12	5	0	1	0	3	5	3	1	4	0	2	1			
NonBinary	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0			
Undisclosed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Hispanic or Latino	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0			
White	5	0	6	6	12	4	1	5	1	8	6	2	2	3	0	0	3			
Black or African-American	0	1	1	2	2	0	0	0	0	0	3	1	1	2	0	0	0			
Native Hawaiian or Other Pacific Islander	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0			
Asian	0	0	1	0	0	1	0	1	0	0	0	0	1	0	0	2	0			
American Indian or Alaska Native	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Two or more races	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0			
Undisclosed	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0			
Veteran Status	1	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0			

Information provided based on EEO Tracking forms submitted by Applicant. Figures are for General County only.

ADMINISTRATIVE SUPPORT to COUNTY BOARD REPORT

Agendas Posted	11	Meetings Staffed	4	Minutes Posted	4
Appointments Posted	1	Notification of Appointment	0	Contracts Posted	0
Calendars Posted	6	Resolutions Prepared	12	Ordinances Prepared	0

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

NAME: Philip A Fiscella Jr.
ADDRESS: 1402 Raintree Woods Drive Urbana Twsp. ILL 61802
Street City State Zip Code
EMAIL: Fiscella@Gmail.Com **PHONE:** 217-840-9978
 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: Champaign-Urbana Mass Transit District Board

BEGINNING DATE OF TERM: ~~12/01/2021~~ 12-31-21 **ENDING DATE:** ~~12/01/2026~~ 12-31-26

PA

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?
As a sitting Trustee on the CU-MTD Board, I have a good understanding of the District and of my own role. Over the past two years, my business background has been helpful. Many of the problems that the CU-MTD has encountered during the pandemic have been mirrored in my own businesses. We've been battling a difficult labor market, a public body struggling with mental health crises, and supply chain problems for a year and a half now. I think that I've been a more empathetic and creative Trustee because of these experiences.

We've also been working through several real estate transactions, and I believe that my background in Facilities Services and Brokerage has been useful here as well.

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?
My role as a Trustee has been somewhat different than I had anticipated it would be. I feel that my duty on the Board is to represent our riders, C-U residents, the CU-MTD Staff, and taxpayers in the major decisions made by the District. As such, I generally try to seek out the feelings of all parties, to understand what the effects of our decisions will be on all parties, and to advise the staff of any concerns which are passed along to me.

I also try to always bring at least possible solutions with any problems that are brought to my attention.

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

As a sitting Trustee, I have extensive knowledge of the MTD's operations, and I know most of our department heads and many of the staff personally. The finances are complex, but I have a rough understanding of our sources of revenue, our reserves, and our budget.

On a more general level, I am heavily involved in real estate tax law through my tax lien and real estate investment businesses. I understand the tax caps statutes, as well as the levy and tax extension processes well. I am also familiar with the annexation processes, statutes, and case law from my work as a firefighter for the Carroll Fire Protection District.

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:

I have had one vote for which I have had to recuse myself over the past two years. A consulting client was a potential vendor for a project. My recused vote would not have affected the otherwise unanimous decision. I have very deep roots in the Champaign-Urbana community, and relationships with thousands of people here. I have no doubt that a few minor conflicts will arise, but I believe that I can handle them carefully and with integrity.

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

Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Rachel Voss

ADDRESS: 1401 E. Mumford Drive Urbana IL 61801
Street City State Zip Code

EMAIL: [REDACTED] PHONE: 217-991-2508

[X] Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: RTAG-CCARTS

BEGINNING DATE OF TERM: 01/01/2022 ENDING DATE: 12/31/2023

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?

As a manual wheelchair user and 10+ years in Therapeutic Recreation, public transportation hasn't always been designed for people like me. Using my voice as a person with a disability will help foster an inclusive accessible atmosphere for CCARTS & MTD.

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?

My role on the committee is to be the voice of individuals with disabilities. If something is proposed that isn't accessible for all, I will be able to communicate the issues and work towards solving the problem.

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

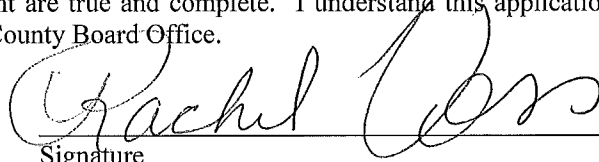
I have sat on the RTAG-CCARTS committee since September 20, 2019 representing individuals with disabilities. I am knowledgeable on management, staff, taxes, and fees of CCARTS.

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

12/02/2021

Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Lori A. Larson
ADDRESS: 1001 Fprestview Drive Mahomet IL 61853
Street City State Zip Code
EMAIL: [REDACTED] PHONE: 217-898-1304

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Rural Transportation Advisory Group

BEGINNING DATE OF TERM: 01/01/2022 ENDING DATE: 12/31/2024

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 served faithfully on the board for a term. I have a background in public education and higher education in social work. I serve as a school social worker. I would like to use my expertise to be a link between the school and RTAG in assisting our clients and community get services. I have served in this capacity as a social worker since 1997 so I bring a unique perspective to the board in that I work directly within the education system and fully understand their needs and services. I have worked with many community agencies in the past and would like to continue my role.

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?

To serve the needs of the public to help assist them in getting transportation to work or medical appointments. Our role is to do this in the most fiscally responsible manner. I hope that we can listen to the needs and assess our role in how we can help them get what they need and honoring out mission.

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

I have served on a local school board (MSCUSD#3) and work for RCCSEC and serve in Fisher School District 1. I have also been previously employed at Champaign 4 School District. I understand the roles and relations in these operations and how the taxes, levys and allocations are categorized.

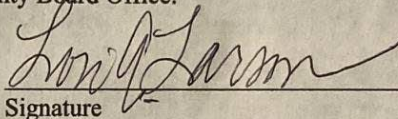
4. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes No If yes, please explain:

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

Yes No If no, please explain:

3:00 p.m. meeting are difficult for me as I work in a school. 3:30 or 4:00 pm would be better for me as I have meetings.

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

01/21/2022

Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: _____

ADDRESS: _____
Street City State Zip Code

EMAIL: _____ **PHONE:** _____

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: _____

BEGINNING DATE OF TERM: _____ **ENDING DATE:** _____

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?

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?

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

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

Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Nathan Montgomery
ADDRESS: 407 N Harrison St. Philo IL 61864
EMAIL: nathan@saltandlightministry.org PHONE: (217) 355-5654

Check Box to Have Email Address Redacted on Public Documents
Rural Transit Authority Group

NAME OF APPOINTMENT BODY OR BOARD:
BEGINNING DATE OF TERM: 01/01/2022 ENDING DATE: 12/31/2024

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 served on this board for many years representing low-income individuals in the area. I have served as a member, vice chair, and chair of the board. My experience on this board along with my leadership of a non-profit in Champaign County for over 18 years qualifies me for this reappointment.

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?
The role of a member of this board is to aid in the oversight of RTAG by reviewing and approving financial and operational reports for review and approval by the County Board while making financial and operational recommendations for final approval by the County Board.

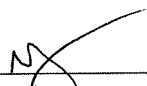
3. What is your knowledge of the appointed body's operations, specifically property holdings and management, staff, taxes, fees?
Having served on the board for many years now, I am very aware of the operations as it relates to RPC and the MTD.

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

01/24/2022

Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Tawanna R. Nickens
ADDRESS: 1212 Cambridge Drive Rantoul IL 61866
EMAIL: tnickens@parkland.edu PHONE: (217) 351-2390

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Rural Transportation Advisory Group

BEGINNING DATE OF TERM: 12/31/2021 ENDING DATE: 12/31/2023

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 over 20 years of experience helping adults access resources for employment. My experience includes service on several local workforce initiatives.

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?
Understanding needs of the represented population is crucial for board service. I will fulfill board responsibilities by actively participating in Rural Transportation Advisory Group meetings and advocating for adults in need of this service.

3. What is your knowledge of the appointed body's operations, specifically property holdings and management, staff, taxes, fees?
The Rural Transportation Advisory Group serves the C-CARTS program. RTAG guides service delivery by assessing local needs and monitoring service provision.

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.

Jasmina R. Nelson

Signature

1/12/22

Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Drainage District Commissioner

NAME: John K Ehmen

ADDRESS: 2646 CO RD 1900 N Ogden IL 61859
Street City State Zip Code

EMAIL: Johnehmen@gmail.com PHONE: 217-202-8597

Check Box to Have Email Address Redacted on Public Documents

NAME OF DRAINAGE DISTRICT: Ogden # 10

BEGINNING DATE OF TERM: 2020 ENDING DATE: 2024

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 on the Drainage District already for many years. Been farming family ground in the District for 34 years

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

I've been appointed to this District for many years already. My term is up and I'm wanting to renew my term from 2020-2024

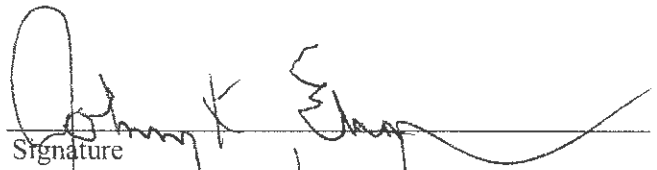
5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

~

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: 10/27/21



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: February 8, 2022
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 February 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 March Committee of the Whole meeting.

Mental Health Board – 2 positions – unexpired terms ending 12/31/2025

- Alexa McCoy

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Alexa McCoy

ADDRESS: 1558 Par Drive Rantoul IL 61866

Street City State Zip Code

EMAIL: alexamccoy211@gmail.com PHONE: 217-751-2173

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: The Community Mental Health Board

BEGINNING DATE OF TERM: 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 am currently a Medical Home Facilitator for Carle Health, I work closely and collaborate consistently with clinical care teams in order to improve patient care. I am also in grad school, pursuing my MPH and graduating in May. I have 14 solid years of health administrative, managed care, care coordination and case and disease management experience. Some of my previous roles in healthcare were at Blue Cross and Blue Shield of IL, Health Alliance, and Florida Cancer Specialists. In addition to my experience, I was elected to serve on Carle's Diversity Equity and Inclusion Care and Community sub committee in 2021. That opportunity allowed me to help educate, empower and raise awareness about important public health issues in our communities.

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?

To my knowledge, the role of a board member should include listening, collaborating, speaking, advocating, presenting, and representing. Being present and actively participating in voting, discussions, law or policy making. I plan carry out this role by focusing on representation and advocacy for under served groups and health disparities in our communities.

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

I have minimal knowledge of these terms as they relate to the vacant appointment.

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

01/28/2022

Date



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloeppe, County Executive

MEMORANDUM

TO: Chris Stohr, Policy & Personnel Committee Chair
Brad Passalacqua, Policy & Personnel Committee Vice-Chair
FROM: Darlene Kloeppe, County Executive
Heather Soder, Animal Services Director
DATE: February 7, 2022
RE: Animal Services Requests

Animal Control Clerk/Kennel Worker Position Description

Animal Services proposes to create a bargaining unit position description that combines the duties of Animal Control Clerk and duties of the Animal Control Kennel worker into a single flexible position for support in both areas as needed, depending on the daily workload of impounded animals and office duties, which varies considerably with calls throughout the year. AFSCME representatives have indicated their support for having a position with this flexibility.

This new position would increase staffing by .5 FTE by replacing a .5 FTE currently vacant Kennel Worker position with 1 FTE Clerk/Kennel Worker position on the organizational chart.

The existing positions of both Animal Control Clerk and Kennel Worker fall in level D of the salary administration schedule, and the combined-duty position would remain in level D.

We request the Policy Committee forward this position to the Finance Committee for authorization to add one Animal Control Clerk/Kennel Worker bargaining unit position to the salary schedule and organization chart to replace the .5 FTE Kennel Worker position.

Champaign County Job Description

Job Title: Clerk/Kennel Worker

Department: Animal Control

Reports To: Animal Control Director

FLSA Status: Non-exempt

Employment Status: Bargaining Unit - AFSCME General Unit

Prepared Date: January, 2022

SUMMARY Performs a wide variety of clerical duties involved in processing dog registrations and provides administrative support in the administration of the Animal Control Act and Champaign County Animal Control Ordinance. Responsible for intake of impounded animals, including the classifying, care and handling of those animals.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Types, proofreads and distributes reports, correspondence, forms, etc. of a specialized nature.

Takes lost and found reports by telephone or from citizens at Animal Services. Checks current impounds for described lost animals. Assists citizens with the impoundment of stray or owner relinquished animals brought into Animal Services.

Answers the telephone, takes and relays messages; responds to telephone inquiries whenever possible, forwards calls to appropriate party.

Organizes and maintains files of records and correspondence.

May perform specialized duties such as organizing and maintaining files and correspondence of pet registrations and fees. May compile routine reports.

Assists citizens with the impoundment of stray or owner relinquished animals brought into Animal Services.

May be required to communicate and dispatch calls for services to Animal Control Wardens in the field.

Receives monetary payment from citizens for impoundment and registration fees of pets on behalf of Champaign County and other jurisdictions contracting with Champaign County for those services.

May assist in the completion and processing of bite reports and quarantine reports and follow-up, in the absence of the Animal Control Warden.

Cleans and maintains kennel area of Animal Control Facility, in such a manner as to provide an odor free and low stress environment for the animals.

Feeds and provides daily care for all animals in the County's care.

Handles and controls animals impounded by Animal Control departments. This includes difficult to handle and potentially dangerous animals.

Reports to the Animal Control Director or veterinarian any potential health or behavioral problems involving the animals in the County's care.

Maintains records of animals impounded.

Light cleaning of offices, emptying trash, mopping of floors and cleaning of restrooms.

Assists with euthanasia of animals.

May perform other job-related duties as assigned.

SUPERVISORY RESPONSIBILITIES This job does not exercise supervisory responsibilities.

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION and/or EXPERIENCE High school diploma or general education degree (GED) and six months experience working with animals is desirable; or equivalent combination of education and experience. Requires thorough knowledge of animal handling skills, animal behavior, and animal care.

LANGUAGE SKILLS Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information to co-workers and the general public. Requires considerable skill in the application of office methods and procedures.

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION and/or EXPERIENCE High school diploma or general education degree (GED) with one year related experience and/or training; or equivalent combination of education and experience in office/clerical duties.

LANGUAGE SKILLS Ability to read and comprehend simple instructions, short correspondence, memos and to use good English. Ability to write simple correspondence. Ability to effectively present information to co-workers and the general public. Requires considerable skill in the application of office methods and procedures.

MATHEMATICAL SKILLS Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

REASONING ABILITY Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS as required.

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to sit; and talk; or hear. The employee is occasionally required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; and stoop; kneel; or crouch. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distant vision and depth perception. Employees should not suffer from allergies to animals.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Usually, normal office working conditions. The noise level in the work environment is moderate to loud.

Note: This job description contains wording of a general class of positions within the Champaign County salary administration program. The description contains examples of duties and responsibilities which may or may not be considered to be "essential functions" to a particular job or position within this job class. "Essential functions" are to be determined at the position or job level within each department.



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
JANUARY
2022

Liquor Licenses & Permits	35.00
Civil Union License	140.00
Marriage License	4,270.00
Interests	15.26
State Reimbursements	-
Vital Clerk Fees	19,674.50
Tax Clerk Fees	6,969.63
Refunds of Overpayments	-
TOTAL	31,104.39
Additional Clerk Fees	1,276.00



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

MEMO

TO: County Executive Kloeppel, Board Finance Committee, Tami Ogden, Chair Patterson, and Board Members

FROM: Aaron Ammons Champaign County Clerk

Date: 1/26/22

The proposed budget amendment is to cover the death surcharge fund in FY 2021. This fund is a pass through account. The shortfall is due to the fact, that the Clerk's office sold more death certificates than were budgeted for in FY 2021. This increase in sales also resulted in an increase in death surcharge fee which this budget amendment will cover the deficit for in FY 2021.

Aaron Ammons
Champaign County Clerk

REQUEST FOR BUDGET AMENDMENT

BA NO. 21-00069

FUND 611 COUNTY CLK SURCHARGE FUND DEPARTMENT 022 COUNTY CLERK

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
611-022-534.78 REMIT DEATH CERT SURCHARG	6,000	6,960	7,720	760
TOTALS	6,000	6,960	7,720	760

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
611-022-341.49 DEATH CERTIF SURCHARGE	6,000	6,000	6,760	760
TOTALS	6,000	6,000	6,760	760

EXPLANATION: TO COVER FINAL SURCHARGE FUNDS FOR 2021 DEATH CERTIFICATE SURCHARGES TO IL DEPT OF PUBLIC HEALTH

DATE SUBMITTED:

1/26/22

AUTHORIZED SIGNATURE

Anjie Patton

** PLEASE SIGN IN BLUE INK **

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:

CHAMPAIGN COUNTY CIRCUIT COURT

101 East Main Street, Rm. 213
Urbana, Illinois 61801

Sixth Judicial Circuit
Champaign County, Illinois



Telephone (217) 239-5788
Fax (217) 384-8424

MEMORANDUM

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

From: Beth Smith, Executive Assistant to the Court Administrator

Date: January 18, 2022

Subject: Budget Amendment for General Corporate Fund, Circuit Court

In December of 2021, a member of our staff left employment at the courthouse. The employee was paid out for unused personal and vacation time a total of \$3468.91. This caused a shortage to our budget which we were unable to fully cover in our personnel lines.

Budget Amendment #21-00070 requests an increased appropriation of \$239.00 to our Regular Full-Time Employees Line (080-031-511.03) to remedy the overdrawn line.

Thank you.

REQUEST FOR BUDGET AMENDMENT

BA NO. 21-00070

FUND 080 GENERAL CORPORATE

DEPARTMENT 031 CIRCUIT COURT

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
80-031-511.03 REG. FULL-TIME EMPLOYEES	620,893	621,014	621,253	239
TOTALS	620,893	621,014	621,253	239

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: REQUEST INCREASED APPROPRIATION TO OUR REGULAR FULL-TIME EMPLOYEES LINE TO REMEDY THE OVERDRAWN LINE FOR AN EMPLOYEE PAYOUT

DATE SUBMITTED:

1/21/22

AUTHORIZED SIGNATURE

** PLEASE SIGN IN BLUE INK **

Beth Sisk

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloeppel, 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: Tami Ogden, Director of Finance

Date: February 1, 2022

Subject: FY2020 Audit Incomplete End of FY2021

The 2020 audit was expected to be complete by the end of FY2021; however, to due additional major programs for the Single Audit, Baker Tilly has notified the County it requires additional time to complete the audit. The ability to pay for these services in FY2022, rather than FY2021, requires budget amendments in the General Fund (\$28,520) and GIS Consortium (\$1,790).

Requested Action:

The Finance Committee recommends Board Budget Amendments for the General County and GIS Consortium be forwarded to the County Board for approval.

Journal Proof Report



Journal Number: 62 Year: 2022 Period: Description: FY20 Audit Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1080-00-0254t-01-075-000-000-0000-502001-	PROFESSIONAL SERVICES	FY20 Audit Incomplete EOY FY21	N	\$28520.00	
			Journal 2022/1/62	Total	\$28520.00	\$0.00

General Fund

General County

Amendment necessary for 2020 audit services incomplete at the end of FY2021, to be paid for in FY2022.

Account Display	Account Description	Total	Debit	Credit
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Fund Summary

Fund	Account Description	Debit	Credit
1080	GENERAL CORPORATE		
	1080-00-0146t-00-000-000-000-0000-300301- APPROPRIATIONS		\$28520.00
	1080-00-0146t-00-000-000-000-0000-300703- BUDGETARY FUND	\$28520.00	
	Fund Total	28520	28520

Journal Proof Report



Journal Number: 346 Year: 2022 Period: Description: AuditAmend Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit	
BUA	8850-00-0251d-00-111-000-000-0000-502001	PROFESSIONAL SERVICES	Add Budget for External Audit	N	\$1790.00		
					Journal 2022/1/346 Total	\$1790.00	\$0.00

GIS Consortium
 GIS Operations and Administration
 Amendment necessary for 2020 audit services incomplete at the end of FY2021, to be paid for in FY2022.

Account Display	Account Description	Total	Debit	Credit
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Fund Summary

Fund	Account Description	Debit	Credit
8850	GEOG INF SYS JOINT VENTUR		
	8850-00-0146t-00-000-000-000-0000-300301- APPROPRIATIONS		\$1790.00
	8850-00-0146t-00-000-000-000-0000-300703- BUDGETARY FUND BALANCE	\$1790.00	
Fund Total		1790	1790



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloeppe, County Executive

MEMORANDUM

TO: Stephanie Fortado, Finance Committee Chair
Jim Goss, Finance Committee Vice-Chair
FROM: Darlene Kloeppe, County Executive
Heather Soder, Animal Services Director
DATE: February 7, 2022
RE: Animal Services Requests

Intergovernmental Agreements from Urbana, Tolono, Savoy

With a few exceptions, most county municipalities have IGAs with our Animal Services Department for warden services and for impoundment of animals. Warden IGAs provide consistency of services across the county and less confusion for the public reporting animal abuse or stray animals. The county operates the only impoundment facility in the county. In January, we negotiated IGAs with three additional municipalities for animal warden services that had only prior impoundment IGAs. Urbana and Tolono have approved their IGAs; Savoy expects to finalize soon.

Calls from the public in Urbana, Tolono and Savoy were previously handled by municipal law enforcement departments. Contracting with the county frees up police officers for other critical public safety duties and offers 24/7 coverage by a team of wardens specifically trained in animal services.

We request authorization for the County Executive to sign these three agreements.

Animal Control Clerk/Kennel Worker Position Description

Animal Services proposes to revise a bargaining unit position description (attached) that combines duties of new ½ FTE animal control clerk and an existing vacant ½ FTE kennel worker into 1 FTE position. This will provide flexibility for support in both areas as needed, depending on the workload of impounded animals and office duties, which varies considerably with calls throughout the year. AFSCME has indicated support for a position with this flexibility. The existing positions of both animal control clerk and kennel worker fall in level D of the salary administration schedule, and the combined-duty position would remain in level D.

We request authorization to add one Animal Control Clerk/Kennel Worker bargaining unit position to the salary schedule and organization chart

Accompanying Budget Amendment

(see budget amendment memo for detail)

INTERGOVERNMENTAL AGREEMENT FOR ANIMAL CONTROL SERVICES

THIS AGREEMENT is entered in by the County of Champaign (hereinafter “County”) and the Village of Tolono (hereinafter “Village”) for animal control services.

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, enables the parties to enter into agreements among themselves and provides authority for intergovernmental cooperation; and

WHEREAS, there is a need to respond to requests for animal control services within the Village; and

WHEREAS, there is a need to remove stray dogs and other animals subject to impoundment from within the Village upon request of the Village;

WHEREAS, the County has the ability to provide such services through the Champaign County Animal Control Department (hereinafter “Department”);

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Village ordinances through the Department.

1. The County agrees to provide to the Village animal control services from citizens residing within the Village.
2. The Department will respond to requests for animal control services from citizens residing within the Village.
3. For services provided by the Department, the Village shall pay an annual rate of \$1.47 per capita. The annual rate increase to go into effect on July 1st for each subsequent year of the Agreement will be an adjustment to the previous year’s rate by the annual Property Tax Extension Limitation Law (hereinafter “PTELL”) CPI rate as set by the State of Illinois in January. Should the PTELL CPI rate be under zero the rate increase shall be 0%; should the PTELL CPI rate be over 5% the rate increase will be capped at 5%. The Village shall pay the County through the Department monthly on the 15th day of each month. In January, the Department shall annually issue to the Village the PTELL CPI rate adjustment for the ensuing contract renewal year.
4. Owned animals will be held for no longer than a period of five days, unless otherwise directed by the Tolono Police Department, Tolono Legal Department, or directed by a court order.
5. The Department agrees to provide monthly reports to the Village breaking down the number of calls responded to and number of boarding days for impounded animals on the request of the Village President.

6. **Issuing Village NTAs.** County animal control personnel shall investigate matters pursuant to established policies and procedures and, upon a determination that probable cause exists that a violation of Tolono’s animal control ordinance is being or has been committed, shall issue Notice(s) to Appear (NTA) for the same pursuant to the procedures of the Village.

7. **Indemnification.** The Village and the County agree to hold the other party harmless and indemnify the other for any loss, liability or damages arising from any action, omission, or negligence of each party’s employees, officers, or agents regarding the performance of this Agreement.

8. This agreement shall continue in effect from year to year unless terminated by either party giving written notice to the other at least thirty days prior to the annual renewal date, which shall occur annually on the anniversary of the date of this agreement.

9. This agreement shall become effective on _____.

10. This agreement may be amended only by written document signed by both parties.

11. Any terms of this Agreement that by their nature extend after the end of the Agreement, whether by way of expiration or termination, will remain in effect until fulfilled.

12. Any written notice that is required between the parties shall be sent through first class mail, return receipt requested to:

Village of Tolono
507 W. Strong Street
Tolono, Illinois 61880

Champaign County Executive
1776 E. Washington Street
Urbana, Illinois 61802

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date and year indicated herein.

VILLAGE OF TOLONO
An Illinois Municipal Corporation

CHAMPAIGN COUNTY

By: _____

By: _____

Date: _____

Date: _____

ATTEST: _____

ATTEST: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Village Attorney

State’s Attorney’s Office

INTERGOVERNMENTAL AGREEMENT FOR ANIMAL CONTROL SERVICES

THIS AGREEMENT is entered in by the County of Champaign (hereinafter “County”) and the Village of Savoy (hereinafter “Village”) for animal control services.

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, enables the parties to enter into agreements among themselves and provides authority for intergovernmental cooperation; and

WHEREAS, there is a need to respond to requests for animal control services within the Village; and

WHEREAS, there is a need to remove stray dogs and other animals subject to impoundment from within the Village upon request of the Village;

WHEREAS, the County has the ability to provide such services through the Champaign County Animal Control Department (hereinafter “Department”);

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Village ordinances through the Department.

1. The County agrees to provide to the Village animal control services from citizens residing within the Village.
2. The Department will respond to requests for animal control services from citizens residing within the Village.
3. For services provided by the Department, the Village shall pay an annual rate of \$1.49 per capita. The annual rate increase to go into effect on July 1st for each subsequent year of the Agreement will be an adjustment to the previous year’s rate by the annual Property Tax Extension Limitation Law (hereinafter “PTELL”) CPI rate as set by the State of Illinois in January. Should the PTELL CPI rate be under zero the rate increase shall be 0%; should the PTELL CPI rate be over 5% the rate increase will be capped at 5%. The Village shall pay the County through the Department monthly on the 15th day of each month. In January, the Department shall annually issue to the Village the PTELL CPI rate adjustment for the ensuing contract renewal year.
4. Owned animals will be held for no longer than a period of five days, unless otherwise directed by the Savoy Police Department, Savoy Legal Department, or directed by a court order.
5. The Department agrees to provide monthly reports to the Village breaking down the number of calls responded to and number of boarding days for impounded animals on the request of the Village President.

6. **Issuing Village NTAs.** County animal control personnel shall investigate matters pursuant to established policies and procedures and, upon a determination that probable cause exists that a violation of Savoy's animal control ordinance is being or has been committed, shall issue Notice(s) to Appear (NTA) for the same pursuant to the procedures of the Village.
7. **Indemnification.** The Village and the County agree to hold the other party harmless and indemnify the other for any loss, liability or damages arising from any action, omission, or negligence of each party's employees, officers, or agents regarding the performance of this Agreement.
8. This agreement shall continue in effect from year to year unless terminated by either party giving written notice to the other at least thirty days prior to the annual renewal date, which shall occur annually on the anniversary of the date of this agreement.
9. This agreement shall become effective on _____.
10. This agreement may be amended only by written document signed by both parties.
11. Any terms of this Agreement that by their nature extend after the end of the Agreement, whether by way of expiration or termination, will remain in effect until fulfilled.
12. Any written notice that is required between the parties shall be sent through first class mail, return receipt requested to:

Village of Savoy
 611 N. Dunlap Ave
 Savoy, Illinois 61874

Champaign County Executive
 1776 E. Washington Street
 Urbana, Illinois 61802

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date and year indicated herein.

VILLAGE OF SAVOY
 An Illinois Municipal Corporation

CHAMPAIGN COUNTY

By: _____

By: _____

Date: _____

Date: _____

ATTEST: _____

ATTEST: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

 Village Attorney

 State's Attorney's Office

**AN INTERGOVERNMENTAL AGREEMENT
FOR ANIMAL CONTROL SERVICES**
(City of Urbana – Champaign County)

THIS AGREEMENT for animal control services (“Agreement”) is made and entered by and between the City of Urbana, an Illinois Municipal Corporation (hereinafter referred to as the “City”), and the County of Champaign (hereinafter referred to as the “County”), effective on the last date signed by a party hereto.

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq. enables the parties to enter into agreements among themselves and provide authority for intergovernmental cooperation; and

WHEREAS, the County currently provides Animal Control Services throughout the County and has expertise in the handling of animals; and

WHEREAS, it is the intent of this Agreement permit the City to continue to safeguard the residents of the City of Urbana through the provision of animal control services by the County; and

WHEREAS, this Agreement is in the best interest of the City and the County.

NOW, THEREFORE, the parties hereby mutually agree as follows:

1. **County to Provide Animal Control Services.** The County shall provide animal control services for the City. Services shall include: responding to animal-related calls, investigating complaints and ordinance violations, impounding animals, issuing citations, generating reports and all other enforcement activities concerning the provisions of Chapter 4 of the Urbana Municipal Code, 1999, as amended, entitled “Animals and Fowl” (“Animal Control Ordinance”). Nothing contained herein shall prevent the City from engaging in any of the aforementioned activities as it deems appropriate.
2. **Compliance with Laws; Inspections of Records.** The County shall perform the animal control services in compliance with all applicable federal, state, and local laws,

ordinances and regulations, including Urbana Municipal Code Chapter 4, and state and federal statutes as applicable. The Chief of Police, as ex officio Animal Control Warden, or his designee, shall be entitled to inspect and examine all equipment and animal control facilities, and to examine the records kept of animal-related calls within the City's jurisdiction to ensure compliance with this Agreement. Access shall be provided during normal business hours or as agreed to by the parties.

3. **Nature of Relationship.** The County is acting as an independent contractor and shall be solely responsible for the control of personnel, standards of performance, discipline, training, benefits, and all other aspects of employment and performance.

4. **Training.** The County shall be responsible for training of its animal control personnel with regard to investigation practices and procedures. The City shall provide copies of current municipal ordinances and arrange for at least one training session of County animal control personnel regarding completion of City Notices to Appear (NTA) forms and reports. The purpose of said training sessions shall be to acquaint County animal control personnel with City ordinances and City court procedures relating to ordinance enforcement. This training is not intended to modify or replace existing training programs or policies concerning general animal control and investigation practices and procedures.

5. **Issuing City NTAs.** County animal control personnel shall investigate matters pursuant to established policies and procedures and, upon a determination that a violation of Urbana Municipal Code Chapter 4 is being or has been committed, shall issue NTAs for the same pursuant to the procedures of the City. Animals shall be impounded as permitted by Chapter 4.

6. **Report Writing.** County animal control personnel shall prepare a written report of investigations of alleged violations of Chapter 4 using the Area-wide Records Management System (ARMS). Necessary access will be provided by the ARMS

Administrator. The original NTA will be delivered to the City Legal Department – 400 S Vine St, Urbana, Illinois within forty-eight (48) hours of issuance of the NTA or completion of the report, whichever is earlier. If this period ends during a weekend or legal holiday, or at a time when the City Legal Department is not open, the original NTA shall be delivered within four (4) hours of when the City Legal Department reopens. Supplemental reports may be requested by the City and shall be provided within a reasonable time of such request so as to permit the timely processing of the matter. The City agrees to report the disposition of cases submitted upon request.

7. **Court Appearance.** The County agrees to make its animal control personnel available for all necessary court appearances to prosecute cases. The City shall provide reasonable notice of court appearances and shall make reasonable attempts to continue court appearances to accommodate scheduled vacations of animal control personnel. It is hereby agreed that the appearance of designated animal control personnel in court shall be required upon receipt of a “Notice” from the City and that subpoenas will not be required to compel appearance of animal control personnel employed by the County. A copy of each Notice will be provided to the County Animal Control Administration. For this purpose, Notice may be given via email to the County at the following email address:

AnimalControl@co.champaign.il.us

8. **Evidence Preservation.** In the event evidence must be preserved for the prosecution of a municipal ordinance matter, the County shall secure and preserve such evidence in the same manner and pursuant to the same procedures as would be required for criminal prosecutions.

9. **Dedication of Personnel.** The County shall commit 1 Full Time Equivalent (FTE) to provide the services contracted for herein. The County is not required to designate a specific person to serve the City but shall be required to commit a minimum of 40 hours per week for animal control services for the City. Any personnel assigned to the

performance of the services provided in this Agreement shall be at all times employees of the County and shall retain all of the rights, privileges, immunities and benefits pursuant to such employment.

10. **Contact Information, Confidentiality.** The County shall provide to the City a current list of animal control personnel, together with their home addresses, telephone numbers and e-mail address, and regularly update the same. The City agrees to exercise all reasonable efforts to maintain the confidentiality of said information and disclose the same only to the extent required by law, judicial order, or City policy.

11. **Payment.** For services provided by the Department, the City shall pay a 2021 rate of \$1.49 per capita. The annual rate increase to go into effect on July 1 following the signing of this Agreement for each subsequent year of the Agreement will be an adjustment to the previous rate by the annual Property Tax Extension Limitation Law (hereinafter "PTELL") CPI rate as set by the State of Illinois in January. Should the PTELL CPI rate be under zero the rate increase shall be 0%; should the PTELL CPI rate be over 5% the rate increase shall be capped at 5%. The City shall pay the County through the Department monthly on or about the 15th day of each month. In January, the Department shall annually issue to the City the PTELL CPI rate adjustment for the ensuing contract renewal year.

12. **Animal Control Vehicle and Equipment.** The County is responsible for providing and maintaining any vehicles and equipment necessary to provide the services pursuant to this Agreement.

13. **Indemnification.** To the fullest extent allowed by law, the County shall defend, indemnify, and save harmless the City and its officers, agents, and employees from any and all claims, demands, suits, actions, or proceedings of any kind or nature, including Worker's Compensation claims, and including the cost of defending same including costs and attorney's fees, of or by anyone whomsoever proximately caused by the negligence

or intentional misconduct of those performing services pursuant to this Agreement and the acts or omissions of the City, its officers or employees. The City shall cooperate fully with the County and its insurers in the defense of any and all claims arising out of the performance of the Agreement.

14. **Termination**. This Agreement shall continue in effect from year to year unless terminated by either party giving written notice to the other at least thirty (30) days prior to the annual renewal date, which shall occur annually July 1. Any terms of the Agreement that by their nature extend after the end of the Agreement, whether by way of expiration or termination will remain in effect until fulfilled.

15. **Effective Date**. This Agreement shall become effective on the date of last signature.

16. **Amendments**. This Agreement may be amended only by writing signed by both parties and approved by the governing board of the City and the County. In the event of an extraordinary event, or an amendment to an applicable Federal or State law, or City of Urbana ordinance, or judicial interpretation of the same, the parties hereby agree to negotiate any necessary amendments to facilitate the uninterrupted provision of services provided for herein on a fair and just basis.

17. **Survival of Provision**. Any term of the Agreement that by its nature extends after the end of the Agreement, whether by way of expiration or termination, will remain in effect until fulfilled.

18. **Transfer of Powers**. By this Agreement, the City shares with the County all powers, whether arising by statute or its home rule status, necessary to perform this Agreement with the jurisdiction of the Urbana Municipal Code.

19. **Notices.** Written notices shall be sent by first class mail, return receipt requested

to:

City Administrator
City of Urbana
400 S. Vine Street
Urbana, Illinois 61801

Champaign County Executive
1776 E. Washington Street
Urbana, Illinois 61802

With copies to:

Urbana Chief of Police
Administrator
400 S. Vine Street
Urbana, Illinois 61801

Champaign County Animal Control
210 S. Art Bartell Road
Urbana, Illinois 61802

20. **Entire Agreement.** This writing constitutes the entire agreement between the parties and supersedes all prior understandings, written or oral, between the parties relating to its subject matter.

IN WITNESS WHEREOF, the following parties have duly executed this Agreement on the date and year indicated herein:

CITY OF URBANA
An Illinois Municipal Corporation

Champaign County

By: _____

By: _____

Date: _____

Date: _____

ATTEST: _____

ATTEST: _____

City Clerk

APPROVED AS TO FORM:

APPROVED AS TO FORM:

City Attorney

States Attorney

CB 2021-

RESOLUTION NO. ____

RESOLUTION AMENDING THE SCHEDULE OF AUTHORIZED POSITIONS FOR
CHAMPAIGN COUNTY ANIMAL CONTROL

WHEREAS, the Champaign County Executive has requested the expansion of one existing vacant Half-Time Kennel Worker position to one Full-Time Animal Control Clerk/Kennel Worker position to the Animal Control Department Schedule of Authorized Positions, due to increased workloads and demands placed on the Animal Control Department; and

WHEREAS, The Finance Committee of the Whole recommends to the County Board approval of the addition of one Full-Time Animal Control Clerk/Kennel position to the Schedule of Authorized Positions for the Animal Control Department;

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approves the addition of one Full-Time Animal Control Clerk/Kennel Worker position to the Schedule of Authorized Positions for the Animal Control Department.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 24th day of February, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

ATTEST: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board

Darlene A. Kloeppel,
County Executive

Date: _____

Champaign County Job Description

Job Title: Clerk/Kennel Worker

Department: Animal Control

Reports To: Animal Control Director

FLSA Status: Non-exempt

Employment Status: Bargaining Unit - AFSCME General Unit

Prepared Date: January, 2022

SUMMARY Performs a wide variety of clerical duties involved in processing dog registrations and provides administrative support in the administration of the Animal Control Act and Champaign County Animal Control Ordinance. Responsible for intake of impounded animals, including the classifying, care and handling of those animals.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Types, proofreads and distributes reports, correspondence, forms, etc. of a specialized nature.

Takes lost and found reports by telephone or from citizens at Animal Services. Checks current impounds for described lost animals. Assists citizens with the impoundment of stray or owner relinquished animals brought into Animal Services.

Answers the telephone, takes and relays messages; responds to telephone inquiries whenever possible, forwards calls to appropriate party.

Organizes and maintains files of records and correspondence.

May perform specialized duties such as organizing and maintaining files and correspondence of pet registrations and fees. May compile routine reports.

Assists citizens with the impoundment of stray or owner relinquished animals brought into Animal Services.

May be required to communicate and dispatch calls for services to Animal Control Wardens in the field.

Receives monetary payment from citizens for impoundment and registration fees of pets on behalf of Champaign County and other jurisdictions contracting with Champaign County for those services.

May assist in the completion and processing of bite reports and quarantine reports and follow-up, in the absence of the Animal Control Warden.

Cleans and maintains kennel area of Animal Control Facility, in such a manner as to provide an odor free and low stress environment for the animals.

Feeds and provides daily care for all animals in the County's care.

Handles and controls animals impounded by Animal Control departments. This includes difficult to handle and potentially dangerous animals.

Reports to the Animal Control Director or veterinarian any potential health or behavioral problems involving the animals in the County's care.

Maintains records of animals impounded.

Light cleaning of offices, emptying trash, mopping of floors and cleaning of restrooms.

Assists with euthanasia of animals.

May perform other job-related duties as assigned.

SUPERVISORY RESPONSIBILITIES This job does not exercise supervisory responsibilities.

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION and/or EXPERIENCE High school diploma or general education degree (GED) and six months experience working with animals is desirable; or equivalent combination of education and experience. Requires thorough knowledge of animal handling skills, animal behavior, and animal care.

LANGUAGE SKILLS Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information to co-workers and the general public. Requires considerable skill in the application of office methods and procedures.

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION and/or EXPERIENCE High school diploma or general education degree (GED) with one year related experience and/or training; or equivalent combination of education and experience in office/clerical duties.

LANGUAGE SKILLS Ability to read and comprehend simple instructions, short correspondence, memos and to use good English. Ability to write simple correspondence. Ability to effectively present information to co-workers and the general public. Requires considerable skill in the application of office methods and procedures.

MATHEMATICAL SKILLS Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

REASONING ABILITY Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS as required.

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to sit; and talk; or hear. The employee is occasionally required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; and stoop; kneel; or crouch. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distant vision and depth perception. Employees should not suffer from allergies to animals.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Usually, normal office working conditions. The noise level in the work environment is moderate to loud.

Note: This job description contains wording of a general class of positions within the Champaign County salary administration program. The description contains examples of duties and responsibilities which may or may not be considered to be "essential functions" to a particular job or position within this job class. "Essential functions" are to be determined at the position or job level within each department.



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloeppe, County Executive

TO: Stephanie Fortado, Chair, Finance Committee
Jim Goss, Vice Chair, Finance Committee

FROM: Heather N. Soder, Animal Control Director

DATE: February 1, 2022

RE: Budget Amendment 22-02-11

The Champaign County Animal Control Department has undergone recent changes in staffing and with the approval of the County Board, will add warden services for the City of Urbana and the Village of Tolono. To account for these changes and to address other equipment needs, this budget amendment is proposed to cover the additional revenues and expenses anticipated for FY2022.

Revenue

The additional revenue expected to be generated for warden services for the City of Urbana is \$57,121 annually. However, the pro-rated revenue for FY2022 is expected to be \$48,515, with an expected start date of February 25, 2022. Likewise, the pro-rated revenue from the Village of Tolono will be \$4,498, with a start date of February 25, 2022. In addition, a grant has been identified that will reimburse the County for fifty percent of the costs of ballistic vests issued to the Animal Control Wardens.

Expenses- Personnel

Since the FY2022 budget was approved by the County Board, Animal Control has hired a new Director and two Animal Control Wardens to the staff. Due to current labor market issues, the Wardens were started with wages slightly higher than originally budgeted, which has created a slight budget shortfall. In addition, the increased workload generated by the Urbana agreement will create the need to add a Clerk/Kennel Worker to the staff in order to properly care for the animals in the facility.

Expenses - Equipment

The staffing turnover has impacted the uniform and equipment budget lines due to the need to outfit the staff in proper safety gear and uniforms. In addition, Animal Control has a shortage of computers, so two additional computers are needed.

The addition of the Urbana agreement has created additional equipment costs. The City of Urbana has agreed to sell their Animal Control van to Champaign County for the costs they have

already invested (\$51,107). The vehicle is a 2020 Ford Transit T150 Cargo Van, upfitted for animal control duties. However, the van has never been used by Urbana, so it is basically a new van. The vehicle was originally purchased off of the state of Illinois Master Contract and upfitted by a private vendor. By comparison, the cost of a used vehicle from a dealership would cost between \$42,000 and \$48,000, and the cost of upfitting the vehicle for animal control duties would cost approximately \$25,000, for a total replacement cost of approximately \$67,000. In addition, a mobile data computer (MDC) is needed for the new van and along with two additional portable radios. The van purchase will come from the Animal Control Capital balance.

Revenue

City of Urbana (pro-rated)	\$48,515
Village of Tolono	\$4,498
Ballistic Vest Grant	<u>\$1,540</u>
Total	\$54,553

Expenses

Animal Control Vehicle	\$51,107
Mobile Data Computer & Mount	\$2,600
Desktop Computers & Monitors (2)	\$2,500
Portable Radios (2)	\$6,600
Ballistic Vest	\$770
Uniforms	\$1,000
Warden Salary Shortfall	\$4,119
Warden Overtime	\$3,000
Clerk/Kennel Worker Salary	\$27,619
Salary Fringe Costs	<u>\$16,321</u>
Total	\$115,636

Journal Number: 11 Year: 2022 Period: 2 Description: 22 AnCtrl Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	2091-00-0280t-02-247-000-000-0000-800401-	EQUIPMENT	Vehicle	N	\$51107.00	
BUA	2091-00-0252a-02-247-000-000-0000-501017-	EQUIPMENT LESS THAN \$5000	MDC/Radios	N	\$11700.00	
BUA	2091-00-0252a-02-247-000-000-0000-500103-	REGULAR FULL-TIME	Warden Salary	N	\$4119.00	
BUA	2091-00-0252a-02-247-000-000-0000-500108-	EMPLOYEES OVERTIME	Shortfall Warden Overtime	N	\$3000.00	
BUA	2091-00-0252a-02-247-000-000-0000-500301-	SOCIAL SECURITY-EMPLOYER	Warden SS	N	\$315.00	
BUA	2091-00-0252a-02-247-000-000-0000-500302-	IMRF - EMPLOYER COST	Warden IMRF	N	\$217.00	
BUA	2091-00-0252a-02-247-000-000-0000-500304-	WORKERS' COMPENSATION	Warden WC	N	\$308.00	
BUA	2091-00-0252a-02-247-000-000-0000-501012-	UNIFORMS	Warden Ballistic Vest	N	\$770.00	
BUA	2091-00-0252a-02-248-000-000-0000-501012-	UNIFORMS	Uniforms	N	\$1000.00	
BUA	2091-00-0252a-02-248-000-000-0000-500103-	REGULAR FULL-TIME	Kennel Worker	N	\$27619.00	
BUA	2091-00-0252a-02-248-000-000-0000-500301-	EMPLOYEES SOCIAL SECURITY-EMPLOYER	Salary Kennel Worker SS	N	\$2113.00	
BUA	2091-00-0252a-02-248-000-000-0000-500302-	IMRF - EMPLOYER COST	Kennel Worker IMRF	N	\$1453.00	
BUA	2091-00-0252a-02-248-000-000-0000-500304-	WORKERS' COMPENSATION	Kennel Worker WC	N	\$2063.00	
BUA	2091-00-0252a-02-248-000-000-0000-500305-	UNEMPLOYMENT INSURANCE	Kennel Worker UI	N	\$252.00	
BUA	2091-00-0252a-02-248-000-000-0000-500306-	EMPLOYEE HEALTH/LIFE INSURANCE	Kennel Worker Health Ins.	N	\$9600.00	
BUA	2091-00-0226t-02-247-000-000-0000-400476-	OTHER INTERGOVERNMENTAL	Urbana & Tolono (Prorated)	N		\$53013.00
BUA	2091-00-0236t-02-247-000-000-0000-400901-	GIFTS AND DONATIONS	Ballistic Vest Grant	N		\$1540.00
				Journal 2022/2/11	Total	\$115636.00 \$54553.00

Animal Control Fund
 Animal Warden Services/Animal Impound Services
 New contracts added and additional appropriation needed. See attached memo for more details.

Account Display	Account Description	Total	Debit	Credit
Fund Summary				
Fund	Account Description		Debit	Credit
2091 ANIMAL CONTROL				
2091-00-0146t-00-000-000-000-0000-300101-	BUDGETED REVENUES		\$54553.00	
2091-00-0146t-00-000-000-000-0000-300301-	APPROPRIATIONS			\$115636.00
2091-00-0146t-00-000-000-000-0000-300703-	BUDGETARY FUND BALANCE		\$115636.00	\$54553.00
		Fund Total	170189	170189



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloeppel, 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: Tami Ogden, Director of Finance

Date: February 15, 2022

Subject: Resolution Abating Taxes Levied on Outstanding Bonds

Annually, the County prepares a Resolution to abate taxes levied in the bond ordinances for the County's outstanding alternate bonds. This Resolution directs the abatement of \$2,448,283 for 2021 taxes levied to pay the principal and interest on the outstanding alternate revenue bonds in FY2022 for the 1999, 2014, and 2016 Public Safety Sales Tax bonds. Per the bond covenants, the County has set aside the required amounts to pay the debt service on the outstanding bonds in FY2022.

After the abatement of taxes, the amount levied in 2021 for payment of the principal and interest on the County's Alternate Revenue bonds in FY2022 is \$0.

REQUESTED ACTION

The Finance Committee recommends the Resolution abating certain taxes levied to pay the principal of and interest on various outstanding bonds of The County of Champaign, Illinois, be forwarded to the County Board for approval.

RESOLUTION NO. _____

RESOLUTION ABATING CERTAIN TAXES HERETO LEVIED TO PAY THE PRINCIPAL OF AND INTEREST ON VARIOUS OUTSTANDING BONDS OF THE COUNTY OF CHAMPAIGN, ILLINOIS.

WHEREAS, the County Board (the “*Board*”) of The County of Champaign, Illinois (the “*County*”), by Ordinance Number 592 (the “*1999 Ordinance*”), did provide for the issue of \$23,800,000 General Obligation (Public Safety Sales Tax Alternate Revenue Source) Bonds, Series 1999 (the “*1999 Bonds*”), and the levy of a direct annual tax sufficient to pay the principal of and interest on the 1999 Bonds; and

WHEREAS, the Board, by Ordinance Number 948 (the “*2014 Ordinance*”), did provide for the issue of \$9,795,000 General Obligation Refunding Bonds (Public Safety Sales Tax Alternate Revenue Source), Series 2014 (the “*2014 Bonds*”), and the levy of a direct annual tax sufficient to pay the principal of and interest on the 2014 Bonds; and

WHEREAS, the Board, by Ordinance Number 982 (the “*2016 Ordinance*” and collectively with the 1999 Ordinance and the 2014 Ordinance, the “*Bond Ordinances*”), did provide for the issue of \$3,775,000 General Obligation Refunding Bonds (Public Safety Sales Tax Alternate Revenue Source), Series 2016 (the “*2016 Bonds*” and collectively with the 1999 Bonds and the 2014 Bonds, the “*Outstanding Alternate Bonds*”), and the levy of a direct annual tax sufficient to pay the principal of and interest on the 2016 Bonds; and

WHEREAS, the Pledged Revenues (as defined in each Bond Ordinance) have been irrevocably deposited in the respective account of the respective Bond Fund (as defined and further described in each Bond Ordinance) in amounts sufficient to pay all principal of and interest on the respective Outstanding Alternate Bonds in the next succeeding bond year; and

WHEREAS, it is necessary and in the best interests of the County that the taxes heretofore levied for the year 2021 to pay the principal of and interest on the Outstanding Alternate Bonds be abated in their entirety:

NOW THEREFORE Be It and It is Hereby Resolved by the County Board of The County of Champaign, Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

Section 2. Abatement of Taxes. The taxes heretofore levied for the year 2021 in each of the Bond Ordinances for each series of the Outstanding Alternate Bonds are hereby abated in their entirety.

Section 3. Filing of Resolution. Forthwith upon the adoption of this Resolution, a certified copy hereof shall be filed with the County Clerk of the County.

Section 4. Severability. If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 5. Repeal. All resolutions or parts thereof in conflict herewith be and the same are hereby repealed, and this Resolution shall be in full force and effect forthwith upon its adoption.

Presented, Adopted, Approved on February 24, 2022.

Kyle Patterson,
Chair Champaign County Board

APPROVED: _____
Darlene Kloeppel,
County Executive

Date: _____

RECORDED & ATTEST:

Aaron Ammons, County Clerk
Date: _____

STATE OF ILLINOIS)
) SS
COUNTY OF CHAMPAIGN)

FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Champaign, Illinois, and as such official I do further certify that on the 24th day of February 2022, there was filed in my office a duly certified copy of Resolution No. _____ entitled:

RESOLUTION abating certain taxes hereto levied to pay the principal of and interest on various outstanding bonds of The County of Champaign, Illinois.

duly adopted by the County Board of the County on the 24th day of February 2022, and that the same has been deposited in the official files and records of my office.

IN WITNESS WHEREOF I hereunto affix my official signature and the seal of said County this ____ day of February 2022.

Aaron Ammons, County Clerk

[SEAL]

RESOLUTION



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:

61 FOUNTAIN VALLEY LOT 61

PERMANENT PARCEL NUMBER: 20-040-0061

As described in certificates(s) : 104 sold October 2018

AND WHEREAS, pursuant to public auction sale, Norma Bonelli-Zook, Purchaser(s), has/have deposited the total sum of \$900.00 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