



**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE**

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

County of Champaign, Urbana, Illinois

Tuesday, August 9, 2022 at 6:30 p.m.

Shields-Carter Meeting Room

Brookens Administrative Center

1776 East Washington Street, Urbana, Illinois

Agenda Items

Page #

I. Call to Order

II. Roll Call

III. Approval of Agenda/Addenda

IV. Approval of Minutes

A. June 14, 2022 – Regular Meeting

1-6

V. Public Participation

VI. Communications

VII. Justice and Social Services

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

- Probation & Court Services – May & June 2022 and 2nd Quarter Report
- Public Defender – June 2022
- Animal Control – June & July 2022
- Emergency Management Agency – May & June 2022

B. Rosecrance Re-Entry Financial Report – May 2022 (*information only*)

7

C. Other Business

D. Chair’s Report

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

VIII. Policy, Personnel, & Appointments

A. County Executive

1. Appointments/Reappointments (*italics indicates incumbent*)

a. Resolution appointing *Kenneth Decker* to the South Fork Drainage District, term 9/1/2022-8/31/2025

8-9

b. Resolution appointing *Dennis Butler* to the Pesotum Slough Drainage District, term 9/1/2022-8/31/2025

10-11

c. Resolution appointing *Dennis Riggs* to the Wrisk Drainage District, term 9/1/2022-8/31/2025

12-13

d. Resolution appointing *Steve Stierwalt* to the Okaw Drainage District, term 9/1/2022-8/31/2025

14-15

- e. Resolution appointing *Dave Mennenga* to the Longbranch Mutual Drainage District, term 9/1/2022-8/31/2025 16-17
 - f. Resolution appointing *William Wilken* to the Triple Fork Drainage District, term 9/1/2022-8/31/2025 18-19
 - g. Resolution appointing *Mike Buhr* to the Prairie Creek Drainage District, term 9/1/2022-8/31/2025 20-21
 - h. Resolution appointing *Larry Zahnd* to Drainage District #2 Town of Scott, term 9/1/2022-8/31/2025 22-23
 - i. Resolution appointing *Jerry Heinz* to the Two Mile Slough Drainage District, term 9/1/2022-8/31/2025 24-25
 - j. Resolution appointing *Doug Bluhm* to Drainage District #2 Town of Ogden, term 9/1/2022-8/31/2025 26-27
 - k. Resolution appointing *Josh Daly* to the St. Joseph #3 Drainage District, term ending 8/31/2023 28-29
 - l. Resolution appointing *Jerry Cekander* to the Craw Cemetery Association, term ending 6/30/2023 30-31
 - m. Resolution appointing *Gary Musson* to the Craw Cemetery Association, term ending 6/30/2023 32-33
 - n. Resolution appointing *Dan Gady* to the Craw Cemetery Association, term ending 6/30/2023 34-35
 - o. Resolution appointing *Douglas Bialeschki* to the Craw Cemetery Association, term ending 6/30/2024 36-37
 - p. Resolution appointing *Vicki Van Uithoven* to the Craw Cemetery Association, term ending 6/30/2028 38-39
 - q. Resolution appointing *Barbara Soucie* to the Clements Cemetery Association, term ending 6/30/2026 40-41
 - r. Resolution appointing *Rebecca Richardson* to the Sangamon Valley Public Water District, term ending 5/31/2027 42-43
 - s. 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*)
 - t. Applications for open appointments (*information only*) 44-48
2. Recommendation to the Finance Committee for approval of the creation of the Senior Systems Administrator position to be assigned to Grade Range K, effective August 19, 2022 49-55

- B. County Clerk
 - 1. Monthly Report
 - June 2022 56
 - July 2022 57
 - Semi-Annual Report – June 2022 58
- 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 Transfer BUA 2022/7/426 59-60
Fund 1080 General Corporate / Dept 022 County Clerk
Amount: \$35,000
Reason: To pay for election judges and workers that work prior to Election Day.
 - 2. Budget Amendment BUA 2022/7/437 61-63
Fund 1080 General Corporate / Dept 023 Recorder
Increased Appropriations: \$689,359
Increased Revenue: \$1,004,212
Reason: Several large transactions, coupled with a booming housing market, requires additional projected revenue and expenditures to be captured for the remainder of FY2022.
- B. Treasurer
 - 1. Monthly Report – February, March & April 2022 – Reports are available on the Treasurer’s webpage at: <http://www.co.champaign.il.us/treasurer/reports.php>
 - 2. Resolution approving the Champaign County Credit Card Policy (to be distributed)
 - 3. Potential staffing requests (discussion only)
- C. Auditor
 - 1. Monthly Report – June 2022 – Reports are available on the Auditor’s webpage at: <http://www.co.champaign.il.us/auditor/countyboardreports.php>
- D. County Clerk
 - 1. Resolution authorizing an acceptance agreement between Champaign County and the Illinois State Board of Elections for a FY2023 Illinois Voter Registration System (IVRS) Grant 64-68
- E. County Executive
 - 1. Recommendation to the County Board for approval of the creation of the Senior Systems Administrator position to be assigned to Grade Range K, effective August 19, 2022 69-75

2. Budget Amendment BUA 2022/8/15
Fund 1080 General Corporate / Dept 028 Information Technology
Increased Appropriations: \$22,500
Increased Revenue: \$0
Reason: To fund the new Senior Systems Administrator position

76

F. Other Business

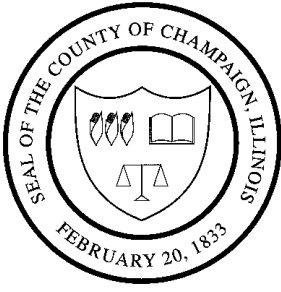
G. Chair's Report

H. 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, June 14, 2022 at 6:30 p.m.

Shields-Carter Meeting Room

Brookens Administrative Center

1776 East Washington Street, Urbana, Illinois

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MINUTES – Subject to Approval

- Members Present:** Samantha Carter, Lorraine Cowart, Aaron Esry, Jim Goss, Mary King, Jenny Lokshin, Diane Michaels, Brad Passalacqua, Chris Stohr, Jennifer Straub, Steve Summers, Leah Taylor, Eric Thorsland, Bethany Vanichtheeranont, Wayne Williams, Jodi Wolken, Kyle Patterson
- Members Absent:** Stephanie Fortado, Stan Harper, Jim McGuire, Jacob Paul, Emily Rodriguez
- Others Present:** Darlene Kloeppel (County Executive), Tami Ogden (Director of Finance), Bill Colbrook (Director of Administration), Aaron Ammons (County Clerk and Recorder), Angela Patton (Chief Deputy County Clerk), Dustin Heuerman (Sheriff), Shannon Barrett (Chief Deputy Sheriff), Karee Voges (Jail Superintendent), Megan Robison (Recording Secretary)

Agenda Items

I. Call to Order

Chair Patterson called the meeting to order at 6:32 p.m.

II. Roll Call

Roll call was taken, and a quorum was declared present.

III. Approval of Agenda/Addenda

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

IV. Approval of Minutes

A. May 10, 2022 – Regular Meeting

MOTION by Ms. Straub to approve the minutes of May 10, 2022; seconded by Ms. King. Upon roll call vote, the **MOTION CARRIED** unanimously.

V. Public Participation

Steve McDowell, Champaign resident, spoke about his positive experiences working as a republican election judge with County Clerk Ammons.

Angela Lusk, AFSCME member, spoke about the union’s request for raises, having to work more than one job and being overwhelmed from covering multiple positions within their offices. She requested for the Board members take their request seriously, realize the County runs because of the employees and give a fair living wage. She pointed out how frustrating it is to see the officials getting raises while the union contracts are taking forever to complete.

57 Robert Burkhalter, 15-year employee, spoke about being six months out of a contract and doesn't feel like the
58 County is listening to their employees. He asked the Board to prioritize their employees.

59
60 Patrick Thompson, VEYA Inc. owner, spoke about the need for a minority policy for contracting. He said the
61 county will not see people like him on projects without this type of policy.

62
63 David & Barbara Powell, republican election judges, spoke about their dismay when a democrat was elected
64 for County Clerk, and they were asked to come work in the office with him. Since then, they have personally
65 seen the good work being done by Clerk Ammons and it is very upsetting when they hear people attacking
66 him.

67
68 Chris Evans, District 9 constituent, mentioned all of the large-budget building projects the County has done in
69 recent years. He came to speak about economic development and investing in the community by setting some
70 percentage goals to allow minority businesses to participate in these large building projects. He also
71 mentioned his visions for policies that allow for affordable housing policies, strengthening the schools,
72 neighborhood development and workforce development

73
74 **VI. Communications**

- 75 A. Government Finance Officers Association News Release
76 B. Illinois Housing Development Authority
77 C. Letter from resident Karen Pruiett

78
79 Mr. Patterson mentioned the attached communications.

80
81 Ms. Straub wanted the public participants to know that the Board has heard their comments.

82
83 Mr. Goss spoke about an ethics violation that has been written up for the Sangamon Valley Public
84 Water District Board.

85
86 Ms. King expressed her frustration with the lack of information the Board has received about the
87 contract negotiations. She requested for the County Executive's Office to share more of this
88 information with the Board because the employees are the backbone of the county.

89
90 Mr. Thorsland echoed Ms. Kings frustration and told the members that the Board would have their
91 backs.

92
93 **VII. Presentations**

- 94 A. I Voted Sticker Contest Winners

95
96 Mr. Ammons and Ms. Patton listed the names of the contest winners and described their sticker designs.

- 97
 - 9-12 grade – Robin F.
 - 18-25 years old – Alaina Peterson
 - 26-54 years old – Adam Majerczak
 - 55+ years old – Krista Sunderland
 - Future voter – Annie A. & Abigail D.

102
103 **VIII. Policy, Personnel, & Appointments**

- 104 A. County Executive
105 1. Monthly HR Report – May 2022

106
107 Received and placed on file
108

- 109 2. Appointments/Reappointments (*italics indicates incumbent*)
110 a. Resolution appointing Wendy Hundley to the Forest Preserve District Board, term 7/1/2022-
111 6/30/2027
112 b. Resolution appointing *Catherine Emanuel* to the County Board of Health, term 7/1/2022-
113 6/30/2025
114 c. Resolution appointing *Brent Reifsteck* to the County Board of Health, term 7/1/2022-6/30/2025
115 d. Resolution appointing *David Thies* to the County Board of Health, term 7/1/2022-6/30/2025
116 e. Resolution appointing *Misty Nelson* to the Bill Huss Chapel Cemetery Association, term
117 7/1/2022-6/30/2028
118 f. Resolution appointing *Brandon Hastings* to the Bill Huss Chapel Cemetery Association, term
119 7/1/2022-6/30/2028
120 g. Resolution appointing Stewart Williams to the Eastern Prairie Fire Protection District, term
121 ending 4/30/2024
122 h. Resolution appointing *Ken Osterbur* to the Ogden-Royal Fire Protection District, term ending
123 4/30/2025
124 i. Resolution appointing *Ed Feeney* to the Kankakee Drainage District, term ending 8/31/2024
125

126 **OMNIBUS MOTION** by Mr. Summers to recommend County Board approval of resolutions appointing
127 Wendy Hundley, Catherine Emanuel, Brent Reifsteck, David Thies, Misty Nelson, Brandon Hastings, Stewart
128 Williams, Ken Osterbur and Ed Feeney to their respective boards; seconded by Ms. Taylor. Upon vote, the
129 **MOTION CARRIED** unanimously.
130

- 131 j. Currently vacant appointments – full list and information is available on the County’s website
132

133 Information only
134

- 135 k. Applications for open appointments
136

137 Information only
138

139 B. County Clerk

- 140 1. Monthly Report – May 2022
141

142 Received and placed on file
143

144 C. Public Defender

- 145 1. Request approval for travel reimbursement for Janie Miller-Jones on 2/22/22
146 2. Request approval for travel reimbursement for Andrea Bergstrom on 2/14/22
147

148 OMNIBUS MOTION by Ms. Vanichtheeranont to approve resolutions for travel reimbursement for Janie
149 Miller-Jones and Andrea Bergstrom; seconded by Ms. Cowart. Discussion followed regarding why this was
150 on the policy agenda and not the finance agenda. Ms. Kloeppel explained that the travel policy requires this
151 step for approval. Upon vote, the MOTION CARRIED unanimously.
152

153 D. County Executive

- 154 1. Workforce Study update
155

156 Information only – Mr. Colbrook explained the workforce study is underway and listed some of the things
157 that are currently being done to complete this process.
158

159 E. Other Business
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161 None

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F. Chair's Report

None

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

VIII. A. 2. a-i, C. 1-2

IX. Finance

A. Budget Amendments/Transfers

1. Budget Transfer BUA 2022/5/15

Fund 1080 General Corporate / Dept 036 Public Defender

Amount: \$15,000

Reason: Due to vacant positions in the Public Defender's Office, a private attorney is required to assist with felony cases. Since the attorney is not a county employee, a transfer from full-time employees to professional services is necessary.

MOTION by Mr. Esry to recommend County Board approval of a resolution approving budget amendment BUA 2022/5/15; seconded by Mr. Thorsland. Upon vote, the **MOTION CARRIED** unanimously.

2. Budget Amendment BUA 2022/5/16

Fund 2089 County Public Health Fund / Dept 049 Board of Health

Increased Appropriations: \$323,229

Increased Revenue: \$323,229

Reason: Appropriation required to expend funds received from the COVID-19 Crisis Grant.

MOTION by Ms. King to recommend County Board approval of a resolution approving budget amendment BUA 2022/5/16; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED** unanimously.

3. Budget Amendment BUA 2022/5/475

Fund 2075 Regional Planning Commission / Dept 100 Regional Planning Commission

Increased Appropriations: \$85,000

Increased Revenue: \$85,000

Reason: Appropriation required to use funds from the Community Block Grant to support case management staff providing services to households receiving Tenant Based Rent Assistance vouchers through the Households Impacted by Gun Violence Program.

MOTION by Mr. Summers to recommend County Board approval of a resolution approving budget amendment BUA 2022/5/475; seconded by Ms. Straub. Upon vote, the **MOTION CARRIED** unanimously.

4. Budget Amendment BUA 2022/5/476

Fund 2075 Regional Planning Commission / Dept 100 Regional Planning Commission

Increased Appropriations: \$125,000

Increased Revenue: \$125,000

Reason: Appropriation required to use the HOME funds received to pay for Tenant Based Rental Assistance for families enrolled in the Tenant Based Rent Assistance for Households Impacted by Gun Violence Program.

MOTION by Mr. Passalacqua to recommend County Board approval of a resolution approving budget amendment BUA 2022/5/476; seconded by Ms. Carter. Upon vote, the **MOTION CARRIED** unanimously.

- 215 5. Budget Amendment BUA 2022/5/483
216 Fund 1080 General Corporate / Dept 140 Correctional Center
217 Increased Appropriations: \$1,313,709
218 Increased Revenue: \$0
219 Reason: Budget amendment for out of county inmate housing.
220

221 **MOTION** by Ms. Lokshin to recommend County Board approval of a resolution approving budget
222 amendment BUA 2022/5/483; seconded by Ms. Michaels. Discussion followed with Sheriff Heuerman
223 explaining why this budget amendment is necessary, where they are housing inmates and that this should be
224 enough money to get them through the end of the year. Upon vote, the **MOTION CARRIED** unanimously.
225

- 226 6. Budget Amendment BUA 2022/5/484
227 Fund 1080 General Corporate / Dept 031 Circuit Court
228 Increased Appropriations: \$66,265
229 Increased Revenue: \$66,265
230 Reason: Requesting additional appropriation to use grant funds from AOIC for courtroom technology
231 upgrades.
232

233 **MOTION** by Ms. Taylor to recommend County Board approval of a resolution approving budget amendment
234 BUA 2022/5/484; seconded by Ms. Cowart. Upon vote, the **MOTION CARRIED** unanimously.
235

236 B. Auditor

- 237 1. Monthly Report – April & May 2022 – Reports are available on the Auditor’s webpage
238

239 Information only
240

241 C. Other Business

242
243 None
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245 D. Chair’s Report

246
247 None
248

249 E. Designation of Items to be Placed on the Consent Agenda
250

251 IX. A. 1-6
252

253 X. Justice and Social Services

254 A. Monthly Reports – All reports are available on each department’s webpage through the department
255 reports page

- 256 • Probation & Court Services – April 2022
 - 257 • Public Defender – May 2022
 - 258 • Animal Control – May 2022
- 259

260 Received and placed on file
261

262 B. Rosecrance Re-Entry Financial Report – April 2022
263

264 Information only
265
266

- 267 C. Other Business
268
269 None
270
271 D. Chair's Report
272
273 None
274
275 E. Designation of Items to be Placed on the Consent Agenda
276
277 None
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279 **XI. Other Business**
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281 None
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283 **XII. Adjournment**
284
285 Chair Patterson adjourned the meeting at 7:33 p.m.
286

Rosecrance, Inc (Formerly Community Elements)
 Champaign Co Re-Entry Grant
 For the Month Ending May 31, 2022

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Total YTD
1. Personnel Costs	\$23,289	\$22,439	\$22,982	\$23,437	\$21,948	\$22,862	\$22,619	\$19,789	\$25,975	\$22,791	\$22,700	\$250,831
2. Payroll Taxes/Benefits	\$5,710	\$6,058	\$4,963	\$4,895	\$5,458	\$5,403	\$4,436	\$6,052	\$4,440	\$4,708	\$5,356	\$57,479
Computer Hardware & Software	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Property Insurance	\$25	\$25	\$25	\$25	\$28	\$28	\$29	\$29	\$29	\$29	\$29	\$301
Building & Grounds Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utilities	\$112	\$130	\$107	\$72	\$115	\$160	\$410	\$982	\$264	\$178	\$108	\$2,638
Janitorial Service	\$231	\$176	\$225	\$218	\$225	\$6,294	\$799	\$417	\$435	\$94	\$304	\$9,418
Equip Maintenance Agreements	\$74	\$56	\$86	\$48	\$59	\$73	\$135	\$77	\$189	\$88	\$82	\$967
Depreciation	\$369	\$389	\$389	\$390	\$395	\$508	\$508	\$510	\$499	\$500	\$500	\$4,957
Total Occupancy	\$811	\$776	\$832	\$753	\$822	\$7,063	\$1,881	\$2,015	\$1,416	\$889	\$1,023	\$18,281
Office Supplies	\$153	\$95	\$104	\$103	\$97	\$447	\$161	\$78	\$143	\$180	\$270	\$1,831
Contractual / Professional Fees	\$752	\$703	\$670	\$554	\$643	\$602	\$538	\$692	\$653	\$550	\$1,021	\$7,378
Travel / Training	\$261	\$163	\$246	\$527	\$271	\$237	\$1,025	\$179	\$873	\$197	\$208	\$4,187
Client Assistance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Rent	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Telephone / Cell Phone	\$363	\$369	\$379	\$391	\$395	\$472	\$492	\$451	\$429	\$483	\$433	\$4,657
Liability / Malpractice Insurance	\$301	\$287	\$287	\$273	\$305	\$297	\$315	\$325	\$325	\$325	\$325	\$3,365
Moving & Recruiting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Program Expenses	\$31,640	\$30,890	\$30,463	\$30,933	\$29,939	\$37,383	\$31,467	\$29,581	\$34,254	\$30,123	\$31,336	\$348,009
ALLOCATED M&G	\$6,515	\$7,371	\$6,824	\$6,601	\$6,740	\$6,937	\$6,556	\$6,766	\$6,840	\$6,347	\$7,557	\$75,054
TOTAL EXPENSE	\$38,155	\$38,261	\$37,287	\$37,534	\$36,679	\$44,320	\$38,023	\$36,347	\$41,094	\$36,470	\$38,893	\$423,063
Re-Entry Indirect - 11.9% Max												
Max M&G Allowed	\$4,274	\$4,172	\$4,115	\$4,178	\$4,044	\$5,049	\$4,250	\$3,996	\$4,627	\$4,069	\$4,233	\$47,007
Champaign County Total	\$35,914	\$35,062	\$34,578	\$35,111	\$33,983	\$42,432	\$35,717	\$33,577	\$38,881	\$34,192	\$35,569	\$395,016
Champaign County Paid	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$91,667

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Drainage District Commissioner

NAME: Kenneth Decker

ADDRESS: 608 E. Roosevelt Rd Philo IL 61864
Street City State Zip Code

EMAIL:  PHONE: 217 898-0122

Check Box to Have Email Address Redacted on Public Documents

NAME OF DRAINAGE DISTRICT: South Fork Drainage Dist

BEGINNING DATE OF TERM: 9-1-2022 ENDING DATE: 8/31/25

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?

SFDD Trustee for over 10 years

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


SFDD Trustee for over 10 years

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: 6-20-2022

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Drainage District Commissioner

NAME: Dennis Butler

ADDRESS: 481CR - 1000E Tolono IL 61880
Street City State Zip Code

EMAIL: dbutler@united prairie .com PHONE: 217-841-5338

Check Box to Have Email Address Redacted on Public Documents

NAME OF DRAINAGE DISTRICT: Pesotum Slough Drainage District

BEGINNING DATE OF TERM: 9/1/22 ENDING DATE: 8/31/25

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?

Current trustee
Been involved with the decision making processes of
drainage district

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

I have good knowledge of the current district including
working with the town of Pesotum which has a sub
district within the District

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

Trustee - Pesotum sup.

- 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:

No

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

Yes

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.

Dennis W Butler

Signature

Date: 6/20/2022

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Drainage District Commissioner

NAME: Dennis Riggs

ADDRESS: 410 Co Rd 2200E Broadlands IL 61816
Street City State Zip Code

EMAIL: driggs218@gmail.com PHONE: 217-202-6096

Check Box to Have Email Address Redacted on Public Documents

NAME OF DRAINAGE DISTRICT: Wrist Drainage

BEGINNING DATE OF TERM: Sept 2022 ENDING DATE: 8/31/25

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?

Farmed and worked on drainage projects for 30 years

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

Very aware

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

None

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: 6/22/22

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Drainage District Commissioner

NAME: Steve Stierwalt

ADDRESS: 323 Co Rd 700N1 Sadorus IL 61872
Street City State Zip Code

EMAIL: SStwalt@prairie.net PHONE: 217-369-2257
 Check Box to Have Email Address Redacted on Public Documents

NAME OF DRAINAGE DISTRICT: Okaw Drainage Dist.

BEGINNING DATE OF TERM: Sept 1 2022 ENDING DATE: Aug 31 2025

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

1. Are you a resident of the State of Illinois? Yes No

2. Do you own land within the drainage district? Yes No

3. What experience and background do you have which you believe qualifies you for this appointment?

I have been a Director for Champaign Co Soil & Water Conservation District for many years and I feel I have an understanding of Drainage issues & concerns

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

I have served on the Okaw Board for many years and have a good working knowledge of it's operations.


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

CCSWCD - Elected
Okaw Drainage appointed

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: 6-21-22

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Drainage District Commissioner

NAME: DAVE MENNENGA

ADDRESS: 2370 Co. Rd. 1800 E. URBANA IL 61802
Street City State Zip Code

EMAIL: davemennenga@gmail.com PHONE: 217-891-2511

Check Box to Have Email Address Redacted on Public Documents

NAME OF DRAINAGE DISTRICT: Longbranch Mutual Drainage District

BEGINNING DATE OF TERM: SEPT 1, 2022 ENDING DATE: Aug 31, 2025

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?

Prior experience ~ 20 yrs

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

Prior experience as Treasurer/Secretary on Longbranch - very familiar with property, etc.

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

NONE

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: June 5, 2022

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Drainage District Commissioner

NAME: William Wilken

ADDRESS: 2787 CR 1600E Rantoul IL 61866
Street City State Zip Code

EMAIL: [REDACTED] PHONE: 217-202-8410

Check Box to Have Email Address Redacted on Public Documents

NAME OF DRAINAGE DISTRICT: Triple Fork Drainage District

BEGINNING DATE OF TERM: August 2020 ENDING DATE: August 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've served 3 terms already i believe, and have
Lived next to this ditch my entire life
my Grandfather was also a longtime commissioner

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

I am currently the Treasurer for the district and
involved in all the decisions regarding the district

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

Thomasboro Grade School district # 130
board President

- 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: 6-5-22

RECEIVED
4/15/22

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Drainage District Commissioner

NAME: Michael Buhr

ADDRESS: 2342 County Road 3300 North Gifford IL 61847
Street City State Zip Code

EMAIL: michael.Buhr@hotmail.com PHONE: 217-202-8727

Check Box to Have Email Address Redacted on Public Documents

NAME OF DRAINAGE DISTRICT: Prairie Creek Drainage District

BEGINNING DATE OF TERM: Sept 1st 2022 ENDING DATE: August 31st 2025

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?

The previous years terms and several years of
Farming and knowledge of tilling + drainage systems

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

We all share the responsibilities that are involved
with the district and discuss all business that the
district is involved with.

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

Prairie Creek Drainage District
Armstrong High School Board

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: 6-12-22

RECEIVED
6/9/22

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Drainage District Commissioner

NAME: Larry L. Zahnd

ADDRESS: 5608 W. Old Church RD Champaign IL 61822
Street City State Zip Code

EMAIL: [REDACTED] PHONE: 217-202-9347

Check Box to Have Email Address Redacted on Public Documents

NAME OF DRAINAGE DISTRICT: #2 Town of Scott

BEGINNING DATE OF TERM: 8-31-2022 ENDING DATE: 8-31-2023

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?

Farmer

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

I have been Farming For 34 years and 4th generation in USA, Farmers Drainage is more important than a lot of people know, I take pride in the job being on the Drainage District,

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

#2 Town Scott Drainage Dist. Rising Farmer Grain Coop, Sadorus Sportsman Club,

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: June 6 2022

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Drainage District Commissioner

NAME: Jerry Heinz

ADDRESS: 471 Co Rd 800 E TOLONO IL 61880
Street City State Zip Code

EMAIL: jeh@prilandscape.com PHONE: 217 369-8181
 Check Box to Have Email Address Redacted on Public Documents

NAME OF DRAINAGE DISTRICT: Two Mile Slough

BEGINNING DATE OF TERM: 9-1-22 ENDING DATE: 8-31-25

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?

Farmed in the District for 45 years

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

many years on the district.

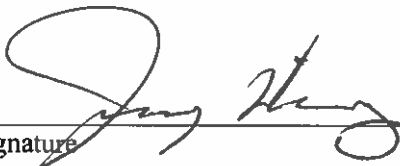
5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

No others

- 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: 6-24-22 _____

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Drainage District Commissioner

NAME: Doug Bluhm

ADDRESS: 2019 CR 2500E St Joseph IL 61873
Street City State Zip Code

EMAIL: [REDACTED] PHONE: 217-202-4834

Check Box to Have Email Address Redacted on Public Documents

NAME OF DRAINAGE DISTRICT: D.D. #10 Town of Ogden

BEGINNING DATE OF TERM: 9/1/2022 ENDING DATE: 8/31/25

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?

Farm Manager / Rural Appraiser 5 years
Lifelong Farmer

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

up to date currently commission chair


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

FSA County Committee, Union DD #1 of Ogden/Oakwood
Ogden Township Clerk

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: 5/31/22

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Drainage District Commissioner

NAME: Josh Daly

ADDRESS: 1701 County Rd 1400 N. Urbana IL 61802
Street City State Zip Code

EMAIL: [REDACTED] PHONE: (217) 840-6294

Check Box to Have Email Address Redacted on Public Documents

NAME OF DRAINAGE DISTRICT: #3 St. Joseph

BEGINNING DATE OF TERM: unexpired ENDING DATE: 8/31/23

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 am farming my families ground and my father
was on the District and I am applying to
take over his role.

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

My knowledge of the operation is that is our
duty as commissioners is to maintain the integrity
of the ditch and keep water moving with
minimal schrubery and no obstruction.

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

None

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:



6/29/22

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Cemetery Association/Board

RECEIVED
7/13/22

NAME: Jerry Cekan

ADDRESS: 205 Clayton Dr. Mahomet Il. 61853
Street City State Zip Code

EMAIL: JerryCekan@gmail.com PHONE: 217-493-3069
 Check Box to Have Email Address Redacted on Public Documents

CEMETERY ASSOCIATION/BOARD: CRAW CEMETERY

BEGINNING DATE OF TERM: _____ ENDING DATE: _____

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

1. Are you a resident of the State of Illinois? Yes No

2. Do you live within 15 miles of the cemetery or have a family interest? Yes No

3. What experience and background do you have which you believe qualifies you for this appointment?
Alot of my Family Buried in this
Cemetery. Not alot but good values
and like the area. Just like to get
involved.


4. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
KNOW people already on the board.
Family Members Buried there.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.
None

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: 7/12/2022

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Cemetery Association/Board

RECEIVED
7/1/22

NAME: Gary J. Musson

ADDRESS: 510 Co. Rd. 700N Sadorus IL 61872
Street City State Zip Code

EMAIL:  PHONE: 217-369-5043
 Check Box to Have Email Address Redacted on Public Documents

CEMETERY ASSOCIATION/BOARD: Crow Cemetery Association

BEGINNING DATE OF TERM: July 1, 2022 ENDING DATE: _____

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

1. Are you a resident of the State of Illinois? Yes No
2. Do you live within 15 miles of the cemetery or have a family interest? Yes No
3. What experience and background do you have which you believe qualifies you for this appointment?
Church Board of Elders
4. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
None
5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.
Church Board

- 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.

Lang J. Musson
Signature

Date: June 29, 2022

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Cemetery Association/Board



NAME: Dan Gady

ADDRESS: 814 CR 500E Tolono IL 61880
Street City State Zip Code

EMAIL: DGady1@me.com PHONE: 217-898-1700

Check Box to Have Email Address Redacted on Public Documents

CEMETERY ASSOCIATION/BOARD: CRAW CEMETERY ASSOCIATION

BEGINNING DATE OF TERM: July 1, 2022 ENDING DATE: _____

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

1. Are you a resident of the State of Illinois? Yes No

2. Do you live within 15 miles of the cemetery or have a family interest? Yes No

3. What experience and background do you have which you believe qualifies you for this appointment?
I've served on church councils and sports boards before. I also am local and would like to help keep the cemetery in good shap

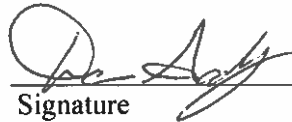
4. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
I know the property and the board members.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.
St. Pauls Lutheran in Sadorus currently President
Vice President on Tolono's JFL board From 2012-2015

- 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: 7/6/22

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Cemetery Association/Board

RECEIVED
7/11/22

NAME: DOUGLAS BIALESCHKI

ADDRESS: 401 W WALNUT TOLONO IL 61880
Street City State Zip Code

EMAIL: BIALESCHKISSIO@GMAIL.COM PHONE: 217.369-1207

Check Box to Have Email Address Redacted on Public Documents

CEMETERY ASSOCIATION/BOARD: CRAW CEMETERY

BEGINNING DATE OF TERM: _____ ENDING DATE: _____

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

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

ST PAUL LUTHERAN CHURCH CHURCH COUNCIL
FAMILY MEMBERS BURIED THERE
GRANDFATHER WAS THE CARETAKER FOR DECADES

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

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

CHAMPAIGN COUNTY SHERIFFS DEPUTY - 27 YEARS
ST PAUL LUTHERAN CHURCH COUNCIL SEVERAL ROTATIONS

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: 7.10.22

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Cemetery Association/Board



NAME: Vicki L. Van Lithoven

ADDRESS: 802 County Road 600 N Sadorus IL 61872
Street City State Zip Code

EMAIL: vlvanu77@gmail.com PHONE: 217-714-6875

Check Box to Have Email Address Redacted on Public Documents

CEMETERY ASSOCIATION/BOARD: Craw Cemetery Association

BEGINNING DATE OF TERM: _____ ENDING DATE: _____

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

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

Work experience as Director of Planning and Budget at the School of Information Science at the University of Illinois.

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

My father was on the board. I purchased a plot. Most of my family is buried in this cemetery.

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

NA.

- 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.

Nick L Van Wagoner
Signature

Date: 7/11/2022

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Cemetery Association/Board

NAME: Barbara Ann Soucie

ADDRESS: 1916 Bittersweet Drive St. Anne IL. 60964
Street City State Zip Code

EMAIL: [REDACTED] PHONE: 815-545-2403

Check Box to Have Email Address Redacted on Public Documents

CEMETERY ASSOCIATION/BOARD: Clements

BEGINNING DATE OF TERM: unexpired ENDING DATE: 2026

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

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

I have found through geneology research that I am related to the Clements family line. My great-great grandparents Ruth and Layfayette Clements are buried there. Along with several other relatives. I have a strong tie to my family buried there and would like to see that their headstones and the grounds are kept in quality shape that these people buried there deserve. I would like to belong to the board of trustees for the elements cemetary to see that this happens and continues to happen in the future.

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

I have spoken to Julie smith who is now in charge of the cemetary. I am aware of the grave digger and Julie smith.. No knowledge of property holdings taxes and fees. But, I aam willing to learn and familiarize my self with what ever it takes to do this job.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.
I am not on any boards or have been. or held any public postitions.

- 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: 6/8/2022 Barbara A. Soucie

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Water Public District

NAME: _____

ADDRESS: _____
Street City State Zip Code

EMAIL: _____ **PHONE:** _____

Check Box to Have Email Address Redacted on Public Documents

PUBLIC WATER DISTRICT: _____

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

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

1. Are you a resident of Champaign County? Yes No
2. Do you live within the water district? Yes No
3. What experience and background do you have which you believe qualifies you for this appointment?
My family has lived in Mahomet for 32 years, and have gotten our water through SWPWD. When we moved to Mahomet in 1990, we had access to city water, but had a septic sewer. When our septic field began failing, we were the first on Tin Cup Rd. to tie onto city sewer and paid the more than twelve thousand dollars to gain access. Fortunately, SVPWD allowed us to make payments to eventually pay off the cost. We are very happy with our water service and believe the cost is very reasonable. As for board experience and background, I have served as both a paid staff member to volunteer boards as well as served as a board member. I am familiar with how boards operate, how to build consensus while fully vetting contentious issues and have considerable experience in strategic planning, which has been the common denominator in most of my professional experience with non-profit organizations.
4. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees? I have read several sets of minutes from previous board meetings, am familiar with where the office is located and fees. I know there is interest in looking at the board structure and I believe I can contribute in these discussions. I do not know any of the staff.
5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving. Mahomet Area Youth Club, National Conference on Weights and Measures

- 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.

Rebecca Richardson

Signature

Date:



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloepfel, County Executive

MEMORANDUM

TO: County Board Members
FROM: Darlene Kloepfel, County Executive
DATE: August 2, 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 August 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 September County Board meeting.

Clements Cemetery Association – 1 position – unexpired term ending 6/30/2023

- Tom Kacich

Willow Branch Drainage District – 2 positions – terms ending 8/31/2024 and 2025

- *William Wilson*

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Cemetery Association/Board

NAME: Tom Kacich

ADDRESS: 206 Mc Henry URBANA 61801
Street City State Zip Code

EMAIL: Kacich2004@yahoo.com PHONE: 217-840-9185

Check Box to Have Email Address Redacted on Public Documents

CEMETERY ASSOCIATION/BOARD: Clements Cemetery Board

BEGINNING DATE OF TERM: anytime ENDING DATE: 6/30/26

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

1. Are you a resident of the State of Illinois? Yes No
2. Do you live within 15 miles of the cemetery or have a family interest? Yes No
3. What experience and background do you have which you believe qualifies you for this appointment?
I have a great affection for the cemetery and the people, many of them Champaign County pioneers, who are buried there. I am a frequent visitor. I like landscaping, gardening and working outdoors.
4. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
Not much. I met board member Julie Smith and offered to help.
5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.
None.

- 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:

Absolutely none

- 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.

Thomas J. Kain

Signature

Date: 7/21/2022

RECEIVED
7/22/08

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Drainage District Commissioner

NAME: William J Wilson

ADDRESS: 1539 CR 2550 E Ogden IL 61859
Street City State Zip Code

EMAIL: WJWilson65@GMAIL.com PHONE: 217-493-2677

Check Box to Have Email Address Redacted on Public Documents

NAME OF DRAINAGE DISTRICT: Willow Branch Drainage District

BEGINNING DATE OF TERM: _____ ENDING DATE: _____

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

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

Own and Farm in the AREA, fix and install tile
on our own Farm Ground

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

Have served on this board in the past.

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: 7-19-22



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloeppel, County Executive

MEMORANDUM

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

FROM: William P. Colbrook, Director of Administration, and
Job Content Evaluation Committee

DATE: July 7, 2022

RE: **REVIEW and RECOMMENDATION for Senior Systems Administrator**

Pursuant to direction from the Policy, Personnel & Appointments Committee of the Whole on April 12, 2022, the Job Content Evaluation Committee (JEC) has met to review the request of the Chief Information Officer to review and evaluate a proposed position of Senior Systems Administrator.

REPORT:

The Job Content Evaluation Committee reviewed the submitted position analysis questionnaire that had been completed and approved by Chief Information Officer M.C. Neal. The Committee was also provided with a job description for the position. Mr. Neal met with the Committee and explained the parameters and scope of responsibility for the position, including new tasks related to cybersecurity and infrastructure-related special projects. In addition, the new position will serve as a subject matter expert for many pre-existing County IT services, add capacity to staff evening County Board meetings, add capacity in the Information Technology Department to cover for staff member absences due to training and personal time, and expectantly work an off-hours shift to better support County 24/7 units. Mr. Neal requests the classification to be effective August 19, 2022, if approved. In addition, Mr. Neal stated a budget amendment will be needed to fund the position. Pursuant to this review and evaluation, the Committee recommends the classification of the Senior Systems Administrator be in Grade Range “K”, one grade above the Systems Administrator position.

A copy of the Job Content Evaluation Committee Report, job description and updated table of organization are attached for your information and review.

REQUESTED ACTION for POLICY, PERSONNEL & APPOINTMENTS:

The Policy, Personnel & Appointments Committee recommends to the Finance Committee approval of the creation of the Senior Systems Administrator position to be assigned to Grade Range K, effective August 19, 2022.

REQUESTED ACTION for FINANCE:

The Finance Committee recommends to the County Board approval of the creation of the Senior Systems Administrator position to be assigned to Grade Range K, effective August 19, 2022.

Thank you for your consideration of this recommendation.

cc: Darlene A. Kloepfel, County Executive
M.C. Neal, Information Technology

attachments

**CHAMPAIGN COUNTY SALARY ADMINISTRATION PROGRAM
JOB CONTENT EVALUATION COMMITTEE REPORT**

Date of Request:

April 12, 2022

EVALUATION AND CLASSIFICATION OF POSITION

Department Requesting:	Information Technology
Position Title:	Senior Systems Administrator
Evaluation Job Points:	770
Recommended Classification Range:	K
FY2022 Current Range Minimum:	\$30.50
FY2022 Current Range Midpoint:	\$38.13
FY2022 Current Range Maximum:	\$45.76
Bargaining Unit:	Non-Bargaining
FLSA Status:	Exempt

Date of Job Evaluation Committee Recommendation:

July 7, 2022

Champaign County Job Description

Job Title: Senior Systems Administrator

Department: Information Technology

Reports to: Chief Information Officer

FLSA Status: Exempt

Grade Range: TBD

Approved Date: TBD

SUMMARY As a leading team member of the IT department, the *Senior Systems Administrator* is responsible for the reliability and integrity of the County's server and network infrastructure and works to ensure systems and services continue running smoothly and securely. The position serves as a technical expert for systems administration, providing tier 3 support for any escalated complex issues, as well as operating as the key staff member for cybersecurity-related functions. Duties can range from administering servers and networking equipment to finding, identifying, and mitigating network threats to safeguard assets. Work is performed under the supervision of the Chief Information Officer.

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

- Installs, configures, and maintains server and networking equipment.
- Monitors performance of server and network infrastructure.
- Monitors and reviews system logs to proactively detect, troubleshoot, and resolve problems.
- Performs administrative duties of Windows Server 12/16/19 (including AD, Hyper-V, File Services, DNS, DHCP).
- Performs administrative duties of Azure Active Directory and M365.
- Undertakes escalated tickets/issues unable to be resolved by others on the team.
- Reviews the work and proposals of team members, providing recommendations and guidance.
- Supports, inspires, and motivates team members.
- Participates in the development, implementation, and enforcement of various hardware and software policies, procedures, and guidelines.
- Conducts capacity planning and analysis suggesting necessary improvements.
- Aids in coordinating the development, training, and testing for an updated County disaster recovery/business continuity plan.
- Ensures that data protection measures are in place through the use of techniques such as data encryption; email security configurations, malware prevention measures, and other security configurations.
- Functions as internal expert on matters relating to cybersecurity, including intrusion detection and incident response.
- Analyzes logs and alerts from various sources to identify threats and take appropriate action to safeguard County assets.
- Leads investigations and coordinated responses into discovered network intrusions/breaches or cyber security attacks.

- Discovers potential service problems by identifying patterns occurring across separate help desk tickets and customer reports.
- Documents support issues, cataloging problems encountered and resulting solution within help desk ticketing system.
- Evaluates vendor products and roadmaps, making recommendations for procurement/implementation.
- Collaborates with team to ensure the timely patching of systems/devices.
- Aids in keeping internal knowledge base documentation updated/current for IT support staff.
- Keeps project teams and department up-to-date on relevant activities and problems.
- Remains informed of new technologies and trends; evaluates and makes technology recommendations to management.

SUPERVISORY RESPONSIBILITIES This job has no direct 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 Associate's Degree or equivalent from a two-year college or technical school required; Bachelor's Degree desired. Minimum of 5 years of experience in systems administration (networking and server) with a focus on network security and/or cybersecurity.

LANGUAGE SKILLS Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from County staff members. Ability to effectively communicate and partner with peers, management, and end users.

TECHNICAL SKILLS Advanced knowledge of information technology concepts and systems. Strong administration skills with Windows Server (including AD, DHCP, file management, etc.). Strong understanding of network routing and switching and experience supporting routers, firewalls, switches and wireless access points and controllers. Knowledge of IT security, IT auditing, and forensic analysis. Familiarity with M365 and Azure security and compliance controls.

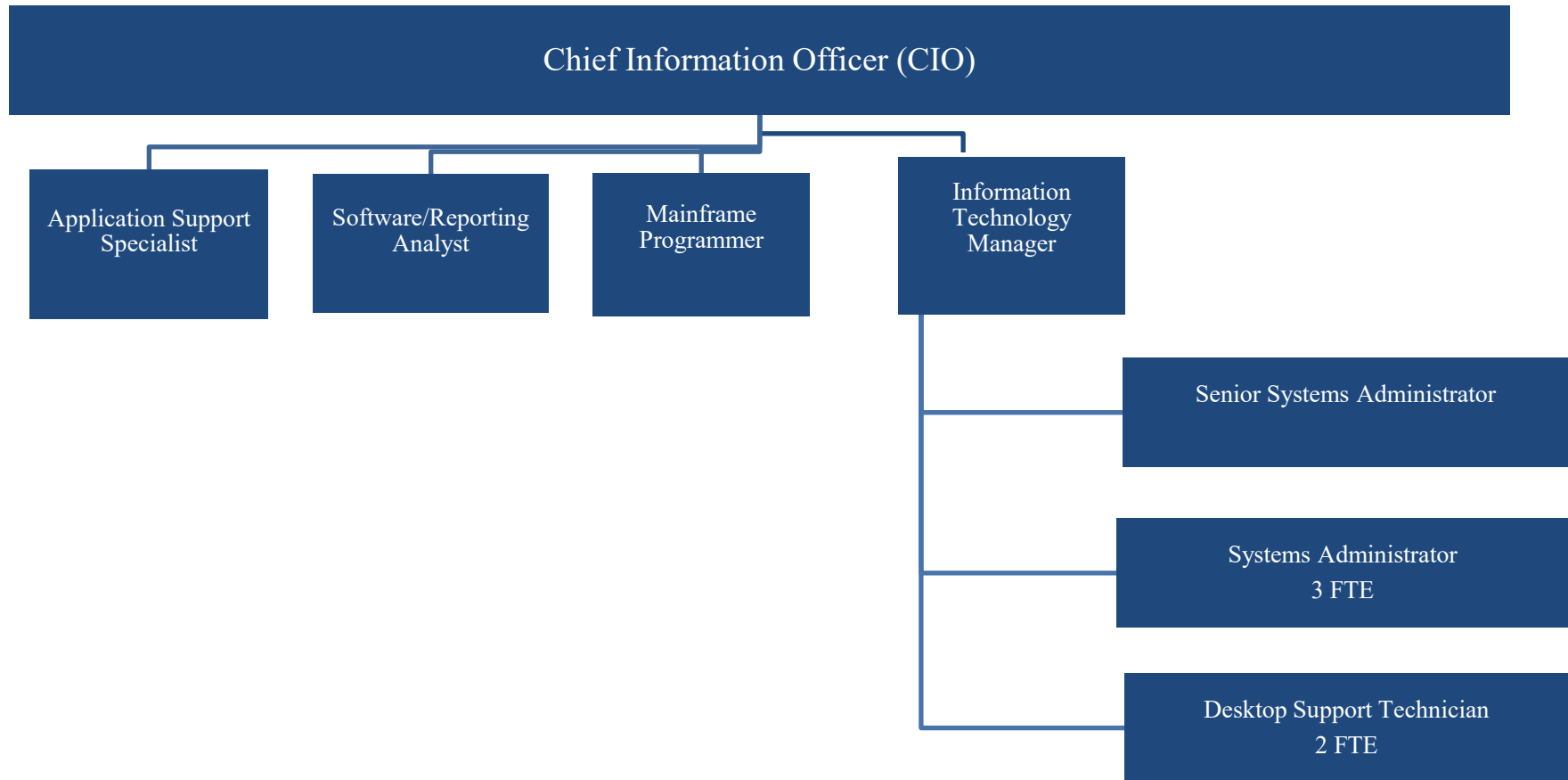
REASONING ABILITY Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

CERTIFICATES, LICENSES, REGISTRATIONS Although not required, certifications in server administration, network administration, network security, and cybersecurity are **HIGHLY** desirable.

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 regularly required to sit; use hands to finger, handle, or feel; and reach with hands and arms. The employee frequently is required to talk; or hear. The employee is occasionally required to stand and walk. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, color vision, and ability to adjust focus.

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

CHAMPAIGN COUNTY IT ORGANIZATIONAL CHART





AARON AMMONS
CHAMPAIGN COUNTY CLERK & RECORDER
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.il.gov

COUNTY CLERK
MONTHLY REPORT
JUNE
2022

Liquor Licenses & Permits	9,070.00
Civil Union Licenses	140.00
Marriage License	7,280.00
Interests	26.09
Fidlar Processing Fees	680.00
Vital Clerk Fees	22,522.50
Tax Clerk Fees	1,880.00
Refunds of Overpayments	360.00
TOTAL	41,958.59
Additional Clerk Fees	1,736.00



AARON AMMONS
CHAMPAIGN COUNTY CLERK & RECORDER

Champaign County, Illinois

1776 East Washington Street

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COUNTY CLERK
MONTHLY REPORT
JULY
2022

Liquor Licenses & Permits	10.00
Civil Union Licenses	140.00
Marriage License	6,860.00
Interests	20.55
Fidlar Processing Fees	670.00
Vital Clerk Fees	22,044.50
Tax Clerk Fees	1,209.00
Refunds of Overpayments	-
TOTAL	30,954.05
Additional Clerk Fees	1,700.00



AARON AMMONS
CHAMPAIGN COUNTY CLERK & RECORDER

Champaign County, Illinois

1776 East Washington Street

Urbana, IL 61802

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www.champaigncountyclerk.il.gov

SEMI-ANNUAL REPORT
June 2022

Liquor Licenses & Permits	28,365 00
Civil Union License	420 00
Marriage License	34,300 00
Interests	82 62
Fidlar Processing Fees	3,307 50
Vital Clerk Fees	124,473 00
Tax Clerk Fees	30,657 10
Refunds of Overpayments	363 50

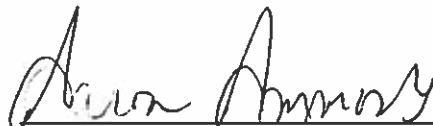
TOTAL

Additional Clerk Fees 9,530 00

State of Illinois)
) SS
Champaign County)

I, Aaron Ammons, do solemnly swear that the foregoing account is in all respects true, according to the best of my knowledge and belief, and that I have neither received nor directly or indirectly agreed to receive, or be paid for my own or another's benefit, any other money, article or consideration than therein stated, nor am I entitled to any fee or emolument for the period therein mentioned, other than those therein specified.

Signed this 1ST day
of July, A.D. 2022


AARON AMMONS
Champaign County Clerk



AARON AMMONS
CHAMPAIGN COUNTY CLERK & RECORDER
Champaign County, Illinois

1776 East Washington Street
Urbana, IL 61802

Office/Vitals: 217-384-3720 Taxes: 217-384-3722 Elections 217-384-3724 Recorder: 217-384-3774
www.champaigncountyclerk.il.gov

To: County Executive Kloeppe, Chair Patterson, and County Board Members
From: Aaron Ammons, County Clerk & Recorder

The Clerk's office requires a budget amendment from the outside services line item to the temp staffing line, in the general fund. This budget amendment will move \$35,000 from commodities and services to personnel. This request requires no additional funding or appropriation. The reason for the transfer is the temp staffing line pays for election judges and workers that work prior to Election Day. The money in the outside services line pays for election day judges and workers. This transfer will make sure the appropriate funds are in the line items and more evenly distributed prior to the General Election.

A handwritten signature in black ink that reads "Aaron Ammons". The signature is written in a cursive, flowing style.

AARON AMMONS
Champaign County Clerk & Recorder of Deeds

Journal Proof Report



Journal Number: 426 Year: 2022 Period: 7

Description:

Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit	
BUA	1080-00-0251c-01-022-000-000-0000-500105-	TEMPORARY STAFF	Temp Staff	N	\$35000.00		
BUA	1080-00-0251c-01-022-000-000-0000-502002-	OUTSIDE SERVICES	Temp Staff	N		\$35000.00	
				Journal 2022/7/426	Total	\$35000.00	\$35000.00

Fund: 1080 General Corporate

Dept: 022 County Clerk

Reason: To pay for election judges and workers that work prior to Election Day



AARON AMMONS
CHAMPAIGN COUNTY CLERK & RECORDER
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.il.gov

To: County Executive Kloeppel, Chair Patterson, and County Board Members

From: Aaron Ammons, County Clerk & Recorder

RE: Increased appropriation needed

The Recorder's Office requires a budget amendment in the remittance line item in the amount of \$689,359.00. The reason for the budget amendment is in FY 2022 there have been several large transactions coupled with a booming housing market and we need the increase to capture the projected revenue for the remainder of the year. Meaning, we have taken in more revenue and processed more than we projected for FY 2022.

AARON AMMONS

Champaign County Clerk & Recorder

Journal Proof Report



Journal Number: 437 Year: 2022 Period: 7

Description: Recorder

Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1080-00-0231t-01-023-000-000-0000-400611-	PERMITS - NONBUSINESS	Revenue Stamps	N		\$918992.00
BUA	1080-00-0234k-01-023-000-000-0000-400701-	CHARGES FOR SERVICES	RHSP (Revenue)	N		\$85220.00
BUA	1080-00-0251c-01-023-000-000-0000-502023-	REMITTANCE	Remit Revenue	N	\$612661.00	
			Stamps			
BUA	1080-00-0251c-01-023-000-000-0000-502023-	REMITTANCE	Remit RHSP	N	\$76698.00	
			Journal 2022/7/437	Total	\$689359.00	\$1004212.00

Fund: 1080 General Corporate

Dept: 023 Recorder

Reason: Several large transactions, coupled with a booming housing market, requires additional projected revenue and expenditures to be captured for the remainder of FY2022.

Fund	Account Description	Debit	Credit
1080	GENERAL CORPORATE		
	1080-00-0146t-00-000-000-000-0000-300101-	BUDGETED REVENUES	\$1004212.00
	1080-00-0146t-00-000-000-000-0000-300301-	APPROPRIATIONS	\$689359.00
	1080-00-0146t-00-000-000-000-0000-300703-	BUDGETARY FUND BALANCE	\$314853.00
		Fund Total	1004212 1004212



AARON AMMONS
CHAMPAIGN COUNTY CLERK & RECORDER

Champaign County, Illinois

1776 East Washington Street

Urbana, IL 61802

Office/Vitals: 217-384-3720 Taxes: 217-384-3722 Elections 217-384-3724 Recorder: 217-384-3774

www.champaigncountyclerk.il.gov

MEMO

To: County Board Chair Patterson, County Executive, and County Board Members

From: Aaron Ammons, Champaign County Clerk & Recorder

Date: July 15, 2022

Subject: FY 2023 IVRS Grant

The Champaign County Clerk's office is eligible to receive an IVRS grant from the Illinois State Board of Elections for the amount of \$209,662 dollars. This annual grant will be utilized for the following to offset costs to administrating elections in Champaign County for: voter registration system software, printing and postage of voter registration cards, ICN, voter registration hardware (computers, printers, monitors), staffing, and other associated costs associated with voter registration and maintenance.

Sincerely,

Aaron Ammons Champaign County Clerk & Recorder

RESOLUTION NO. 2022-XXX

RESOLUTION AUTHORIZING AN ACCEPTANCE AGREEMENT BETWEEN CHAMPAIGN COUNTY AND THE ILLINOIS STATE BOARD OF ELECTIONS FOR A FY 2023 ILLINOIS VOTER REGISTRATION SYSTEM (IVRS) GRANT

WHEREAS, the Champaign County Clerk's Office is receiving an ILLINOIS VOTER REGISTRATION SYSTEM (IVRS) Grant and has been notified it is eligible to receive an amount of \$209,662 (TWO HUNDRED THOUSAND, SIX HUNDRED AND SIXTY-TWO AND 00/100 DOLLARS) to assist in the voter registration and other associated costs for Champaign County's elections and,

WHEREAS, the Illinois State Board of Elections and Champaign both has responsibilities under Help America Vote Act as to spending the grant for its intended purposed and tracking expenditures not previously covered or reimbursed by the Help America Vote Act grant funds; and

WHEREAS, an acceptance agreement outlining the responsibilities of Champaign County has been prepared;

NOW, THEREFORE, BE IT RESOLVED that the County Board of Champaign County authorized the County Board Chair to enter into the IVRS Grant Acceptance Agreement with the Illinois State Board of Elections.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of August 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: _____

Darlene A. Kloeppe,
County Executive
Date: _____



IVRS GRANT FY 2023

Abby Beaty, Grants Program Manager
 Desk: (217) 782-1557 | Cell: (217) 670-9755
ABeaty@elections.il.gov

Overview

These funds are specifically to be used for assisting in the maintenance and other costs associated with your voter registration system in order for it to communicate with the centralized statewide voter registration system.

Dates & Deadlines

Grant Period	July 1, 2022 – June 30, 2023
Agreement Submission Deadline	October 17, 2022
Grant Reimbursement Deadline	May 15, 2023

Allowable expenditures *may* include:

- Annual registration license/maintenance fees
- Voter registration hardware
- Costs related to the voter purge
- Monthly internet/ICN
- Backup services for IVRS
- Same day voter registration costs
- Training on new voter registration equipment

Submissions *may not* include:

- Redistricting/remapping costs
- Voting equipment maintenance
- Voting equipment
- Vehicles

All expenditures should be submitted through the eGrants site, through IVRS. See the eGrants Instruction Guide for assistance on this process. **No grants will be accepted via email or via mail.**



Illinois State Board of Elections
Voter Registration State Grant 2023
Acceptance Agreement



You are receiving a grant from the Illinois State Board of Elections for the purposes of assisting in the maintenance and other costs associated with your voter registration system in order for it to communicate with the Centralized Statewide Voter Registration System as required by Title III Section 303 of the Help America Vote Act of 2002. Your election jurisdiction will be distributed payment for these purposes once proper documentation has been received. *It is important to note that only documented expenditures and/or obligations to expend are eligible for reimbursement, meaning invoices and proof of payment must be provided per the approval of the Grants Program Manager to receive payment.* Your election jurisdiction, **Champaign County**, is eligible to receive an amount of **\$209,662.00**, which will be distributed in a lump sum payment. If your expenses exceed this amount and funding is available, you may be able to take advantage of a second reimbursement, which may be sent in a second payment.

The State Board of Elections and you, the Election Authority, have responsibilities both as to spending the monies for the intended purposes of this grant, and tracking expenditures not previously covered or reimbursed by the HAVA funded IVRS Grant, or other grant monies. **By accepting this money, you agree to send copies of all future documented expenditures and/or obligations to expend for audit purposes in accordance with generally accepted auditing standards. Funds may not be reimbursable otherwise.**

Purchases made from this fund shall become the responsibility and property of the Election Authority, not the State Board of Elections. All property control and custody responsibilities will be assumed by the Election Authority. Likewise, the Election Authority agrees that all future costs related to maintenance, repairs, and upgrades to equipment or property purchased with these grant funds shall be the sole responsibility of the Election Authority, not the State Board of Elections.

As a condition of receipt of this grant, the Election Authority agrees to comply with the provisions of the Business Enterprise for Minorities, Females, and Persons with Disabilities Act (30 ILCS 575/) and the equal employment practices of the Illinois Human Rights Act (775 ILCS 5/2-105).

THIS GRANT IS SUBJECT TO THE ILLINOIS GRANT FUNDS RECOVERY ACT (30 ILCS 705/1, et seq.). THEREFORE, ANY UNSPENT PORTION OF THE GRANT THAT REMAINS AFTER 30 DAYS MUST BE RETURNED WITH INTEREST TO THE STATE BOARD OF ELECTIONS IMMEDIATELY. ANY MISSPENT OR IMPROPERLY HELD GRANT FUNDS ARE SUBJECT TO RECOVERY BY THE STATE BOARD OF ELECTIONS.

Election authorities that fail to pay their vendors for qualifying expenses within the 30-day time period as specified by the terms of this Agreement and underlying federal rule shall become liable to the State Board of Elections for interest penalties for failing to meet the 30-day interval (unless the applicable grant amount, or any unused portion thereof, is returned to the State before the 30-day period has elapsed). An election authority failing to meet this 30-day requirement will be liable for interest at the rate applicable to the State's payments to its vendors under the terms of the State Prompt Payment Act (30 ILCS 540). The interest calculation for this mandatory reimbursement is based on the historical interest rates earned by the State HAVA fund and paid by the State Treasurer during the specific time periods the money was improperly held by the local jurisdiction. The election authority assessed this interest penalty must remit the penalty amount to the State Board of Elections within 30 days of receipt of notice from the SBE. Such interest payment shall be identified separately from any grant returns or other refunds.


By signing this document, you certify that you agree to use the grant funds provided for the purposes articulated above and certify that you understand and agree to the record keeping and documentation requirements set forth above. **Further, you certify that you will return to the SBE any of the unspent funds remaining within thirty days after receipt of such funds as noted above.** For purposes of this paragraph, the unspent funds shall be considered timely returned if it is actually received in either of the SBE offices (Chicago or Springfield) within 30 days of receipt or, if received beyond such 30-day period, the envelope containing the unspent funds is postmarked within such 30-day period. If the postmark on the envelope containing the unspent funds is missing or illegible, the return of the unspent funds will be considered timely if such envelope is received by the SBE no later than 5 business days following the end of such 30-day period.

Voter Registration Grant FY23

Any violations of this agreement may be reported to appropriate legal authorities for review and appropriate action.

The undersigned (*election authority or authorized agent*) has the authority to enter into this agreement or has sought approval to enter into this agreement, if applicable, and agrees to the above in its entirety.

Election Authority or Authorized Agent


Signature:  _____
DocuSigned by:
Angela Patton
3F3AF14EABFB42U...

Printed Name: Angie Patton

Title: Chief Deputy County Clerk

Date: 7/15/2022

Illinois State Board of Elections

Signature:  _____

Printed Name: Abby A. Beaty

Title: Grants Program Manager

Date: 07/11/2022

Signature:  _____

Printed Name: Bernadette M. Matthews

Title: Executive Director

Date: 07/11/2022



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloeppel, County Executive

MEMORANDUM

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

FROM: William P. Colbrook, Director of Administration, and
Job Content Evaluation Committee

DATE: July 7, 2022

RE: **REVIEW and RECOMMENDATION for Senior Systems Administrator**

Pursuant to direction from the Policy, Personnel & Appointments Committee of the Whole on April 12, 2022, the Job Content Evaluation Committee (JEC) has met to review the request of the Chief Information Officer to review and evaluate a proposed position of Senior Systems Administrator.

REPORT:

The Job Content Evaluation Committee reviewed the submitted position analysis questionnaire that had been completed and approved by Chief Information Officer M.C. Neal. The Committee was also provided with a job description for the position. Mr. Neal met with the Committee and explained the parameters and scope of responsibility for the position, including new tasks related to cybersecurity and infrastructure-related special projects. In addition, the new position will serve as a subject matter expert for many pre-existing County IT services, add capacity to staff evening County Board meetings, add capacity in the Information Technology Department to cover for staff member absences due to training and personal time, and expectantly work an off-hours shift to better support County 24/7 units. Mr. Neal requests the classification to be effective August 19, 2022, if approved. In addition, Mr. Neal stated a budget amendment will be needed to fund the position. Pursuant to this review and evaluation, the Committee recommends the classification of the Senior Systems Administrator be in Grade Range “K”, one grade above the Systems Administrator position.

A copy of the Job Content Evaluation Committee Report, job description and updated table of organization are attached for your information and review.

REQUESTED ACTION for POLICY, PERSONNEL & APPOINTMENTS:

The Policy, Personnel & Appointments Committee recommends to the Finance Committee approval of the creation of the Senior Systems Administrator position to be assigned to Grade Range K, effective August 19, 2022.

REQUESTED ACTION for FINANCE:

The Finance Committee recommends to the County Board approval of the creation of the Senior Systems Administrator position to be assigned to Grade Range K, effective August 19, 2022.

Thank you for your consideration of this recommendation.

cc: Darlene A. Kloepfel, County Executive
M.C. Neal, Information Technology

attachments

CHAMPAIGN COUNTY SALARY ADMINISTRATION PROGRAM
JOB CONTENT EVALUATION COMMITTEE REPORT

Date of Request:

April 12, 2022

EVALUATION AND CLASSIFICATION OF POSITION

Department Requesting:	Information Technology
Position Title:	Senior Systems Administrator
Evaluation Job Points:	770
Recommended Classification Range:	K
FY2022 Current Range Minimum:	\$30.50
FY2022 Current Range Midpoint:	\$38.13
FY2022 Current Range Maximum:	\$45.76
Bargaining Unit:	Non-Bargaining
FLSA Status:	Exempt

Date of Job Evaluation Committee Recommendation:

July 7, 2022

Champaign County Job Description

Job Title: Senior Systems Administrator

Department: Information Technology

Reports to: Chief Information Officer

FLSA Status: Exempt

Grade Range: TBD

Approved Date: TBD

SUMMARY As a leading team member of the IT department, the *Senior Systems Administrator* is responsible for the reliability and integrity of the County's server and network infrastructure and works to ensure systems and services continue running smoothly and securely. The position serves as a technical expert for systems administration, providing tier 3 support for any escalated complex issues, as well as operating as the key staff member for cybersecurity-related functions. Duties can range from administering servers and networking equipment to finding, identifying, and mitigating network threats to safeguard assets. Work is performed under the supervision of the Chief Information Officer.

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

- Installs, configures, and maintains server and networking equipment.
- Monitors performance of server and network infrastructure.
- Monitors and reviews system logs to proactively detect, troubleshoot, and resolve problems.
- Performs administrative duties of Windows Server 12/16/19 (including AD, Hyper-V, File Services, DNS, DHCP).
- Performs administrative duties of Azure Active Directory and M365.
- Undertakes escalated tickets/issues unable to be resolved by others on the team.
- Reviews the work and proposals of team members, providing recommendations and guidance.
- Supports, inspires, and motivates team members.
- Participates in the development, implementation, and enforcement of various hardware and software policies, procedures, and guidelines.
- Conducts capacity planning and analysis suggesting necessary improvements.
- Aids in coordinating the development, training, and testing for an updated County disaster recovery/business continuity plan.
- Ensures that data protection measures are in place through the use of techniques such as data encryption; email security configurations, malware prevention measures, and other security configurations.
- Functions as internal expert on matters relating to cybersecurity, including intrusion detection and incident response.
- Analyzes logs and alerts from various sources to identify threats and take appropriate action to safeguard County assets.
- Leads investigations and coordinated responses into discovered network intrusions/breaches or cyber security attacks.

- Discovers potential service problems by identifying patterns occurring across separate help desk tickets and customer reports.
- Documents support issues, cataloging problems encountered and resulting solution within help desk ticketing system.
- Evaluates vendor products and roadmaps, making recommendations for procurement/implementation.
- Collaborates with team to ensure the timely patching of systems/devices.
- Aids in keeping internal knowledge base documentation updated/current for IT support staff.
- Keeps project teams and department up-to-date on relevant activities and problems.
- Remains informed of new technologies and trends; evaluates and makes technology recommendations to management.

SUPERVISORY RESPONSIBILITIES This job has no direct 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 Associate's Degree or equivalent from a two-year college or technical school required; Bachelor's Degree desired. Minimum of 5 years of experience in systems administration (networking and server) with a focus on network security and/or cybersecurity.

LANGUAGE SKILLS Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from County staff members. Ability to effectively communicate and partner with peers, management, and end users.

TECHNICAL SKILLS Advanced knowledge of information technology concepts and systems. Strong administration skills with Windows Server (including AD, DHCP, file management, etc.). Strong understanding of network routing and switching and experience supporting routers, firewalls, switches and wireless access points and controllers. Knowledge of IT security, IT auditing, and forensic analysis. Familiarity with M365 and Azure security and compliance controls.

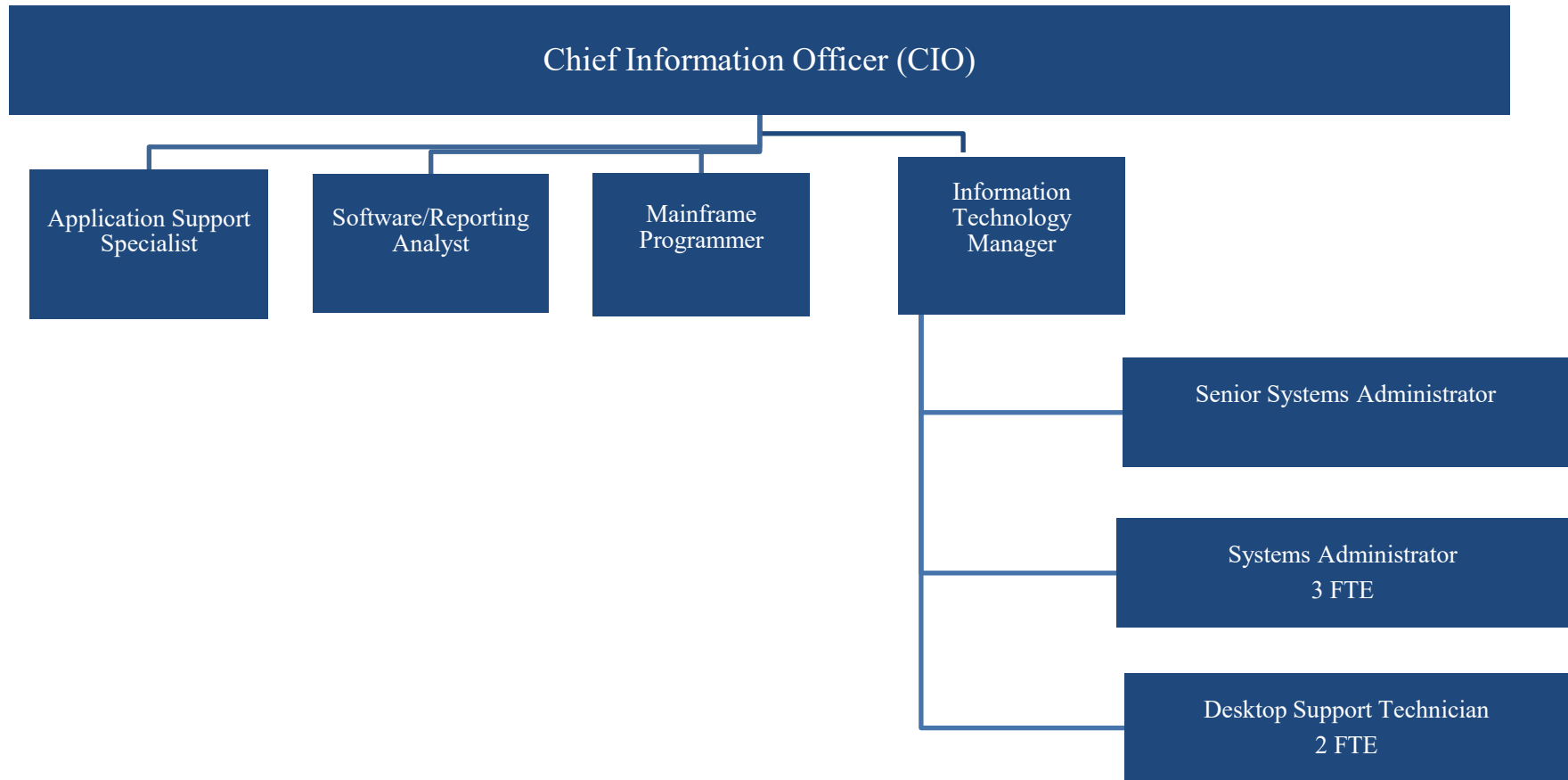
REASONING ABILITY Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

CERTIFICATES, LICENSES, REGISTRATIONS Although not required, certifications in server administration, network administration, network security, and cybersecurity are **HIGHLY** desirable.

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 regularly required to sit; use hands to finger, handle, or feel; and reach with hands and arms. The employee frequently is required to talk; or hear. The employee is occasionally required to stand and walk. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, color vision, and ability to adjust focus.

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

CHAMPAIGN COUNTY IT ORGANIZATIONAL CHART



Journal Proof Report



Journal Number: 15 Year: 2022 Period: 8

Description: New IT Pos

Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1080-00-0251a-01-028-000-000-0000-500103-	REGULAR FULL-TIME EMPLOYEES	New Sr Sys Admin for IT	N	\$22500.00	
			Journal 2022/8/15	Total	\$22500.00	\$0.00

Fund: 1080 General Corporate

Dept: 028 Information Technology

Reason: To fund the new Senior Systems Administrator position

Fund	Account Description	Debit	Credit
1080	GENERAL CORPORATE		
	1080-00-0146t-00-000-000-000-0000-300301- APPROPRIATIONS		\$22500.00
	1080-00-0146t-00-000-000-000-0000-300703- BUDGETARY FUND BALANCE	\$22500.00	
	Fund Total	22500	22500