

COUNTY OF KENDALL, ILLINOIS
BUDGET & FINANCE COMMITTEE
Meeting Minutes for Thursday, April 26, 2018

Call to Order

Committee Chair John Purcell called the Budget and Finance Committee meeting to order at 4:02p.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
John Purcell		4:05p.m.	
Lynn Cullick	Here		
Bob Davidson	Yes		
Matt Kellogg	EXCUSED		
Matthew Prochaska	Here		

Staff Members Present: Latreese Caldwell, Scott Koeppe

Approval of Agenda – Member Prochaska made a motion to approve the agenda, second by Member Davidson. **With three members present voting aye, the agenda was approved by a vote of 3-0.**

Approval of Claims – Member Prochaska made a motion to forward the Approval of Supplemental Claims in an amount not to exceed \$878,978.33, and Supplemental Coroner Claims in an amount not to exceed \$2,291.83 to the County Board, second by Member Davidson. **With three members present voting aye, the claims were approved by a vote of 3-0.**

Department Head and Elected Official Reports

Latreese Caldwell reported that the single audit was completed for the Circuit Clerk’s Office, and there were two issues:

1. The Circuit Clerk omitted having a management discussion and analysis for their fund, which is a requirement by the Government Accounting Standards Board
2. Finding: That during the testing there were two fees were not being assessed properly according to state statutes, one since 2015, and one since 2012

There was consensus by the committee to ask if the Circuit Clerk has resolved these issues, before any fee changes are made.

Reports from Other Committees

Facilities Management Committee - Member Davidson reported that he was informed that the retention pond behind the Health Department is infested with mosquitoes. Member Davidson suggested that he would need to hire an engineer to help them plan a way to drain the pond so that it can be mowed and address the situation permanently. **There was consensus by the committee to have the Facilities Management proceed with contacting an engineer and formulating a plan of action.**

Member Davidson also asked the Finance Committee for direction on how to proceed with the replacement of the HVAC system at the Public Safety Center, since they have not received a bid within the proposed budget. **There was consensus by the committee to invite Jim Smiley to attend the May 10, 2018 meeting, and to provide the Trane proposal at that meeting for review and discussion.**

Member Davidson also stated that he was approached by Kendall Housing Authority asking for additional office space for their current operation, due to increased files being relocated into their office. Discussion on options for secured file storage, other available office space in the Health Department, and possibly relocating the VACKC offices to another location. **There was consensus to have Facilities Management locate a secure area for file storage in the Health & Human Services Building, and to discuss the issue in the next budget cycle meetings.**

Items of Business

Ms. Caldwell reviewed the County Board Compensation and Benefits statistics including the salary, per diem, mileage, medical benefit and IMRF/ECO for FY2017.

There was consensus by the committee to forward the following to the May 10, 2018 Committee of the Whole meeting for discussion and approval:

Effective December 1, 2018 to November 30, 2020, all compensation, mileage reimbursement and health benefits shall remain status quo as stipulated in Resolution 2012-26, approved by the County Board on May 15, 2012.

Effective December 1, 2020, County Board members elected to a term beginning December 1, 2018 and County Board members elected to a term beginning December 1, 2020, shall be eligible to receive the following compensation, mileage reimbursement, and health and dental insurance benefits in lieu of the compensation and benefits structure previously established in Resolution 2012-26:

- An annual salary of \$17,500 and annual increase of 1.5% as follows:
 - Effective December 1, 2020 \$17,500
 - Effective December 1, 2021 \$17,763
 - Effective December 1, 2022 \$18,029
- Shall not receive per diem compensation for meeting attendance
- Additional annual stipend of \$1,200 for the County Board Chairman to serve as Liquor Control Commissioner
- Mileage reimbursement for meetings outside of the boundaries of Kendall County authorized and approved by a majority vote of the County Board or with the prior written authorization by the County Board Chairman

- Choice of health and dental insurance plans offered by the County to non-union employees with cost of plan premiums to be shared by County and the participating County Board member in the same ratio paid by full time non-union employees of the County
- Shall not receive mileage reimbursement for any travel within the boundaries of Kendall County

Public Comment – None

Questions from the Media – None

Items for the May 1, 2018 County Board Agenda

Approval of Supplemental Claims in an amount not to exceed \$878,978.33, and Supplemental Coroner Claims in an amount not to exceed \$2,291.83

Items for the May 10, 2018 Committee of the Whole Agenda

Discussion and Approval of Resolution to Establish the Compensation, Mileage Reimbursement and Health Benefits for County Board Members Elected to a Term Beginning December 1, 2018 and County Board Members Elected to Terms beginning December 1, 2020

Executive Session – Not needed

Adjournment – Member Davidson made a motion to adjourn the Budget and Finance Committee meeting, second by Member Cullick. **The meeting was adjourned at 5:23p.m. by a 4-0 vote.**

Respectfully submitted,

Valarie McClain
Administrative Assistant & Recording Secretary