

COUNTY OF KENDALL, ILLINOIS
BUDGET & FINANCE COMMITTEE
Meeting Minutes for Thursday, June 14, 2018

Call to Order

Committee Chair John Purcell called the Budget and Finance Committee meeting to order at 5:30p.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
John Purcell	Present		
Lynn Cullick	Here		
Bob Davidson	Here		
Matt Kellogg	Here		
Matthew Prochaska	Here		

Other Board Members Present: Audra Hendrix

Staff Members Present: Latreese Caldwell, Scott Koeppel, Jacquie Purcell, RaeAnn VanGundy

Approval of Agenda – Member Prochaska made a motion to approve the agenda with the amendment of moving “*Department Head and Elected Official Reports*” to after the Items of Business section, second by Member Kellogg. **With five members present voting aye, the amended agenda was approved by a vote of 5-0.**

1. **Approval of Claims** – Member Cullick made a motion to forward the Approval of Supplemental Claims in an amount not to exceed \$1,977,919.31, and Coroner Claims in an amount not to exceed \$8,475.46 to the County Board, second by Member Prochaska. **With five members present voting aye, the claims were approved by a vote of 5-0.**

Reports from Other Committees

Facilities Management Committee – Member Davidson updated the committee on the cost for replacing one of the large windows in the Historic Courthouse at a cost of \$26,000. The budget does not allow the replacement for additional windows this year.

Member Davidson also reported that the Solar Panel project is stalled in the United City of Yorkville Mayor’s Office, and has been for several months.

Member Davidson stated that Healy & Bender provided their study findings for the County Office Building to the committee earlier in the month. The committee will discuss further next month, and provide their recommendations for securing the County Office Building, at a future Committee of the Whole or County Board meeting. Mr. Koeppel stated that the recommendations included limiting access to the second and third floor offices, and moving items stored in the Hart House to the Courthouse basement.

Law, Justice & Legislation Committee – Member Prochaska updated the committee on the reduction of the amount of money the state will be taking from the County’s LGDF from ten-percent to five-percent. They are also reducing the two-percent originally proposed to one and a half-percent.

Highway Committee – Member Kellogg updated the committee on bid results for upcoming County projects, and the lowest bid from D Construction came in \$1.4 million dollars under the next closest bid for the Grove Road project. And the remaining projects are all under bid as well.

Member Kellogg also reported that the Highway Department recently replaced all of the interior shop lights with LED lights.

Items of Business

- *Kendall County Coroner Quarterly Report* – Coroner Jacquie Purcell provided her quarterly report to the committee, and provided the ending budget balance, expenditures, revenue for the first two quarters as well as expenditure plans for the third quarter, which includes the sale of their current high-backed cot to the Marion, Illinois Coroner’s Office for \$1,500.00, which will be deposited into the 470/DC Grant fund. The Coroner will then purchase a new cot for \$2,749.90, making the net cost of the new cot \$1,249.90.
- *Kendall County Sheriff Vehicles: Auto Liability Insurance* – Latreese Caldwell presented liability insurance information on three Sheriff’s Office vehicles that were totaled this year (Squads 3, 6 and 90). The Sheriff’s Office provided a breakdown on the line items used to purchase the three vehicles, the price of each vehicle at purchase, and the line items/accounts they felt the insurance money should be deposited into when funds were received for each vehicle. Ms. Caldwell asked the committee for their direction on depositing the insurance funds into the correct accounts, and dividing the funds appropriately between the Drug Abuse fund and the general fund, since Treasurer Jill Ferko has instructed the Finance Committee on the correct use of Contingency funds. **The committee asked for additional information and will discuss the issue further at the June 28, 2018 Committee meeting.**
- *2019 Budget* – Ms. Caldwell reviewed the FY2019 PTELL Calculations with the committee, which included the New Construction amount of approximately \$238 million, the EAV amount of approximately \$450 million, and the estimated total new dollars of \$689,028. Discussion on the timeline for budget submissions by Department Heads and Elected Officials, budget hearings in September or October, and the date for Finance Committee budget recommendations to the County Board for approval.

Department Head and Elected Official Reports

County Administration Department – Mr. Koeppel and Ms. Caldwell explained the current Circuit Clerk fees, the maximum amount allowed for each fee, the current revenue amounts, the potential fee increases, and the revenue if fees are increased. Mr. Koeppel stated that the information was initially provided to the committee by Circuit Clerk Robyn Ingemunson in January 2018. **There was consensus by the committee to have the fee increases presented to the County Board for approval at the July 17, 2018 Board meeting, and the Committee instructed the County**

Administrator to prepare the resolutions with the increased fees and provide them to the County Clerk for the Board meeting on July 17, 2018.

Public Comment – None

Questions from the Media – None

Items for the June 19, 2018 County Board Agenda

Approval of Supplemental Claims in an amount not to exceed \$1,977,919.31, and Coroner Claims in an amount not to exceed \$8,475.46

Items for the July 12, 2018 Committee of the Whole Agenda - None

Executive Session – Not needed

Adjournment – Member Kellogg made a motion to adjourn the Budget and Finance Committee meeting, second by Member Prochaska. **The meeting was adjourned at 6:53p.m. by a 8-0 vote.**

Respectfully submitted,

Valarie McClain
Administrative Assistant and Recording Secretary