

**COUNTY OF KENDALL, ILLINOIS**  
**BUDGET & FINANCE COMMITTEE**  
**SPECIAL Meeting Minutes for Thursday, April 30, 2020**

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**Call to Order**

Committee Chair Matt Kellogg called the Budget and Finance Committee to order at 5:00p.m.

**Roll Call**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Amy Cesich	Present		
Scott Gryder	Here		
Audra Hendrix	Here		
Matt Kellogg	Present		
Matthew Prochaska	Here		

**Others Present** - Latreese Caldwell, Jill Ferko, Scott Koeppel

**Approval of Agenda** – Member Prochaska made a motion to approve the agenda, Member Cesich seconded the motion. **With five members present voting aye, motion passed by a vote of 5-0.**

**Approval of Claims** – Member Cesich made a motion and Member Prochaska a seconded the motion to forward claims for approval to the County Board.

Member Kellogg shared the product costs totaling \$23,000 related to Covid-19 to date, and Member Gryder stressed the importance of continued tracking of salary, overtime, products, special projects, etc. in case of possible reimbursement at a later time.

**With five members voting aye, there was consensus to forward the claims to the County Board for final approval by a vote of 5-0.**

**Department Head and Elected Official Reports** – County Treasurer Jill Ferko reported there will be an additional delay in the mailing of tax bills due to the Clerk’s Office not finished with the extension part and final figures, and the fact that the County has not yet received the state multipliers.

**Items from Other Committees** - None

**Items of Business**

- *Discussion of Municipal Electric Aggregation Directional Pricing* - Chris Childress, representing Progressive Energy explained the County’s Municipal Electric Aggregation program, and said that the contract is expiring soon, and in order to renew the aggregation program and meet requirements, two notification letters, one from ComEd and one from the supplier must be sent to all citizens in unincorporated Kendall County.

Mr. Childress stated Progressive Energy has gone out for bid, and have found two new potential grant programs through McSquared Energy Services and Eligio Energy IL LLC, (the only two companies currently in the grant program). If they agreed with the program, the County would become an EPA Green Power Community, and potentially receive a \$135,000 per year civic grant. The start date would be September 2020. Childress said that there isn't currently any company currently offering a lower price than ComEd, and that citizens would never pay more than the ComEd cost during the contract years, and are able to opt-out of the program at any time without penalty.

Mr. Childress requested authorization to forward the contract to the County State's Attorney's Office now to allow time for legal review.

Mr. Koeppel explained the timeline and the critical need to move the item forward to comply with the state law requirement of citizen notification of any aggregation program.

**Member Cesich made a motion to forward the item to the Committee of the Whole on May 14<sup>th</sup>, second by Member Hendrix. With five members present voting aye, the motion carried by a vote of 5-0.**

- *Sneeze Guard cost for COVID 19 response* – Member Kellogg stated after discussion, Jim Smiley obtained a quote and ordered ¼” clear protective glass to be installed at eleven County building locations within the Courthouse, Historic Courthouse, Public Safety Center, and the County Office Building.
- *2020 Capital Project Budget for Paving Projects* – Member Kellogg said that due to paving project costs coming in substantially less than expected, Kellogg suggested utilizing Public Safety Capital funds for this project, until Covid-19 reimbursement funds are possibly received from state or federal sources in the future. **Motion by Member Cesich, second by Member Hendrix to forward item to the County Board for approval. Motion carried by a vote of 5-0.**
- *Discussion of Elected Official Salaries* – Member Kellogg reported that Member Prochaska recused himself from these discussions due to potential conflict of interest.
  - *Circuit Clerk Salary* – Member Kellogg reviewed the proposed salary0 percent increases for the Circuit Clerk position for the next four years as:

Effective December 1, 2020 \$91,554  
Effective December 1, 2021 \$91,554  
Effective December 1, 2022 \$91,554  
Effective December 1, 2023 \$91,554

**Member Gryder made a motion to forward to the County Board for approval, second by Member Hendrix. With 4-0 members voting aye, the motion carried.**

- *Coroner Salary* – Member Kellogg reviewed the Coroner salary analysis with the committee, stating that the Kendall County salary was well below surrounding County Coroner salaries. Discussion on the two proposed options for Coroner salary increases for the next four years, and adjusting the position salary to be comparable, and to acknowledge the mandatory training and education required for the position.

**Motion by Member Gryder second by Member Hendrix to forward the proposed salary increase as listed below, to the Committee of the Whole for discussion.**

Effective December 1, 2021	\$67,974
Effective December 1, 2022	\$69,334
Effective December 1, 2023	\$70,720
Effective December 1, 2024	\$72,135

**With four members present and voting aye, the motion carried by a vote of 4-0.**

**Member Prochaska rejoined the meeting discussion at 5:42p.m.**

- *Revenue Discussion* – Latreese Caldwell reported that Kendall County is at 41.7 percent collection for major revenues, and that each of the major revenue sources has grown compared to last year at the same time. Ms. Caldwell stated that the County has not yet received the March 2020 revenue reports. Discussion on online sales tax projections, the Motor Fuel tax, the state sales tax in May and later, and the ¼ cent county-wide sales tax. Ms. Caldwell will analysis the Motor Fuel Tax funds and County-wide sales tax for the next meeting.
- *Discussion of Downstate Stabilization Program Funding* – Scott Koppel reported that two grant application packets have been processed and will be submitted to the state upon County Board approval on May 5, 2020, by our contact with Thomas P. Miller and Associates. Mr. Koeppel stated that Administration is working on marketing of the grant program to make other County businesses aware of the grant program availability. Discussion on agreements with local County municipalities, including Yorkville, Oswego, and Montgomery that have already had discussions with County personnel, the amounts that need to be designated for municipalities, and the process for any potential litigation against grant recipients that default in appropriate utilization of CDBG grant funds.

Member Hendrix reported that the Economic Development Committee agreed on the designation of \$800,000 of the Revolving Loan Funds for backstop of the SBGP grants.

Discussion on the increase of the designation amount to \$1.4 Million, specifying that the business must physically be in the County of Kendall, and potential backstop loan agreements with County municipalities in potential amounts of:

Montgomery \$150K      Oswego \$400K      Yorkville \$400K  
Smaller Municipalities \$200K      Unincorporated \$200K

**Motion by Member Gryder to have Mr. Koepfel draft loan agreements for State's Attorney Office legal review, and to forward the item to the County Board for approval, second by Member Prochaska. With five members present voting aye, the motion passed by a vote of 5-0.**

**Executive Session** – Not needed

**Questions from the Media** – Jim Wyman, WSPY News

**Items for the May 5, 2020 County Board Meeting**

Approval of Claims  
Approval of submission of two Downstate Small Business Grant program Applications

**Items for the May 14, 2020 Committee of the Whole Meeting**

Discussion of Electric Aggregation Green Power Community  
Downstate Stabilization Program Agreements  
Approval of Resolution for the Circuit Clerk salary increase for FY2020-2023  
Approval of Resolution for the Coroner salary increase for FY2021-2024

**Adjournment** – Member Hendrix made a motion to adjourn the Budget and Finance Committee meeting, Member Gryder seconded the motion. **The meeting was adjourned at 6:27p.m. by a 5-0 vote.**

Respectfully submitted,

Valarie McClain  
Administrative Assistant and Recording Secretary