

**COUNTY OF KENDALL, ILLINOIS
ADMIN HR REMOTE MEETING**

Wednesday July 15, 2020

CALL TO ORDER – Member Flowers called the meeting to order at 5:31pm.

ROLL CALL

Attendee	Status	Arrived	Left Meeting
Elizabeth Flowers	Present		
Scott Gengler	Here		
Judy Gilmour		5:33pm	
Matthew Prochaska	Here		
Robyn Vickers	Here		

Others in Attendance: Mera Johnson, Scott Koeppel, Mike Neuenkirchen – KAT, James Bonneville – Municode, Kimbill Clark – Municode, Rich Frommeyer – American Legal

APPROVAL OF AGENDA – Motion made by Member Gilmour second by Member Gengler to approve the agenda. **Roll Call: Chair Flowers - Aye, Member Gengler – Yes, Member Gilmour – Yes, Member Prochaska – Yes, Member Vickers – Yes, the agenda was approved by a 5-0 vote.**

APPROVAL OF MINUTES – Motion made by Member Vickers, second by Member Gengler to approve the July 6, 2020 minutes. **Roll Call: Chair Flowers - Aye, Member Gengler – Yes, Member Gilmour – Yes, Member Prochaska – Yes, Member Vickers – Yes, the agenda was approved by a 5-0 vote.**

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS

- *Administration* – Mr. Koeppel informed the Committee that the housing MCC item is still at the State’s Attorney’s Office being reviewed, once legal review is complete it will go to the Board for approval.

PUBLIC COMMENT - None

COMMITTEE BUSINESS

- *Presentation ISACo & GIS Benefits Cash in Lieu Program* – Mr. Koeppel explained that after the Health Insurance data was forwarded to GIS and analyzed they determined the County is not a good candidate for this program, it would be cost prohibitive. They will check back with the County in a year to reevaluate.
- *Presentation Codification American Legal Publishing Corporation* – Rich Frommeyer from American Legal explained they have many clients from large

cities, they also focus on a strong legal review component. Member Prochaska asked about older ordinances and resolutions and the cost for reviewing Committee Minutes all the way back to 1841. Mr. Frommeyer responded that most entities select a year and move forward from that date. There would be an additional cost to review committee minutes and cross reference duplicates etc. Member Gengler asked about Word format. Member Gilmour asked about project leads and the Clerk's involvement in the process especially with the election coming up. Mr. Frommeyer explained that Word format is available. He explained that he estimates Kendall County's document would be 600 pages or so and the cost would be \$13,000 with additional costs for reviewing minutes and adding new ordinances. Mr. Koepfel asked about server storage. Mr. Frommeyer explained it would be on American Legal's server.

- *Presentation Codification Municode* – James Bonneville from Municode explained that their focus is twofold depending on the client's needs, there is a self-publishing option or another where updates are sent to Municode for incorporation. With either option an initial review of documents is done with a Memo outlining Ordinances and Resolutions. The documents are available in Word format; they are hosted on Municode's server with Kendall County's banner added to the website for continuity. Member Prochaska asked about looking at committee minutes for older Ordinances. Mr. Bonneville indicated that would be an additional cost. Mr. Koepfel noted that currently Ordinances and Resolutions are listed on the website back to 1970. Mr. Kimbill explained that with the self-publishing option there can be staff backend review and Board approval before publishing. Mr. Bonneville also noted that staff would be able to search other Counties that use Municode ordinances for reference. There would also be a Word search option. The cost would be \$9000 for 10 font or \$18 a page for 12 font. Member Prochaska inquired about a timeline. Mr. Bonneville responded that it would be a 10-12-month process.
- *KAT Capital Grant Application for the KAT Fleet* - Mike Neuenkirchen with the KAT Program explained that they are applying for some Capital Funds through the State's Rebuild Illinois Program. KAT would be applying for approximately \$500,000 mainly for cameras for buses and a plan for storage space for buses. Mr. Koepfel explained that many of these grants require shovel ready projects and having a plan for a future KAT facility would be helpful. This item needs a public hearing and Board approval. **Motion made by Member Prochaska, second by Member Gengler to forward this item to the County Board for approval at the August 3rd, 2020 Board Meeting. Chair Flowers asked for a Roll Call with all members voting yes the motion passed unanimously.**

EXECUTIVE SESSION – None

ITEMS FOR COMMITTEE OF THE WHOLE – None.

ACTION ITEMS FOR COUNTY BOARD –

- *KAT Capital Grant Application for the KAT Fleet* – August 2, Board Meeting

ADJOURNMENT – Member Vickers made a motion to adjourn the meeting, second by Member Gengler **Roll Call: Chair Flowers - Yes, Member Gengler – Yes, Member Gilmour – Yes, Member Prochaska – Yes, Member Vickers – Yes, the meeting adjourned at 6:50 p.m.**

Respectfully Submitted,

Mera Johnson
Risk Management and Compliance Coordinator