

COUNTY OF KENDALL, ILLINOIS
SPECIAL Committee of the Whole/Finance Committee
BUDGET PRESENTATIONS
Wednesday, September 16, 2020

MEETING MINUTES

1. **Call to Order:** Chairman Gryder called the meeting to order at 8:30a.m.
2. **Board Members Present:** Scott Gryder - Here, Audra Hendrix - Here, Matt Kellogg - Present, Matthew Prochaska - Here, Amy Cesich - Present, Robyn Vickers - Here, Scott Gengler - Here

Board Members Absent: Elizabeth Flowers, Tony Giles, Judy Gilmour

Others Present: Latreese Caldwell, Scott Koeppel

Chairman Gryder turned the meeting over to Finance Chair Matt Kellogg for the Budget Presentation portion.

Ms. Caldwell provided a quick overview of the current levy and general fund deficits, the PTELL Calculations, the General Fund Revenue Summary, and the General Fund Expenditure Summary. Ms. Caldwell reminded the committee that the budget parameters set were a flat percent increase for all departments/offices, and a 2.5 percent increase for salary increases. Ms. Caldwell reported the current deficit as \$3,137,146.

3. **Budget Presentations**

University of Illinois Extension Office for DuPage, Kane, and Kendall Counties – Deanna Roby-Vorgias reported they have a staff change due to one retirement, resulting in lower salary for the replacement employee who begins on October 5, 2020. Ms. Roby-Vorgias stated that the University employees will receive a zero percent salary increase this year, they have a slight increase in their rent, and revenue has decreased.

County Clerk, Recorder, and Voter Registration – Ms. Gillette noted that they have had a slight increase in birth certificates, but not much else has changed in the expenditures.

Ms. Gillette reported 2020 will be expensive because of the Election, and many vote by mail ballots at a cost of just over \$5.00 each. Ms. Gillette indicated that she did not anticipate the additional postage costs for Vote by Mail but has allotted \$20,000 for that mailing that can begin on September 24, 2020.

Ms. Gillette reported that they have increased revenue due to the HAVA - Help America Vote Grant.

Ms. Gillette stated that two employees are not able to keep up with the mandatory requirements of the Voter Registration Office, and that she is requesting the addition of

three positions: Director of Elections, Voter Registration Clerk and Chief Deputy of Elections. Ms. Gillette stated the Director and Deputy Clerk positions would be non-union positions, but the Deputy Clerk position would be a union position. Discussion on the salary and the budget line items. Ms. Gillette stated that she is seeking grant funding for overtime and temporary help that she hired to assist with the demand of Vote by Mail correspondence.

Assessment – Mr. Nicoletti reported that his budget increases included mileage for training and postage. Mr. Nicoletti stated that he was decreasing the publication line item for this fiscal year. Mr. Nicoletti did increase his salary by 2.5 percent, and that there was a 3 percent increase for the unionized clerk salaries for this fiscal year.

Member Gengler left the meeting at 9:35a.m. and reentered the meeting at 10:30a.m.

Treasurer's Office – Ms. Ferko reported that most accounts remain the same. Salary increases are 2.5 percent. Ms. Ferko stated she hopes to change the part-time Deputy Treasurer position to full-time to allow this employee to be trained, and then responsible for maintaining the grant reporting for her office. Ms. Ferko stated this was a much needed change, and would only be an increase to her budget of \$7,000.

Ms. Ferko reported that she is lowering the Interest Income and the IMRF Fund Balance to \$1.7 million this fiscal year. Discussion followed.

Health Department – Ms. VanGundy reported that employees currently receiving a salary of less than \$50,000 will receive a four-percent increase, and personnel with a salary over \$50,000 will receive a three-percent increase.

Katy Williams, Health Department Fiscal Director reported on the increase in the Behavioral Health revenues, and said there will be an increase in the Cellphone and advertising expenditures this fiscal year.

Board of Review - Pam Geigenheimer stated that the only increase to her budget would be the 2.5 percent increase in salaries, and that everything else would remain the same.

Highway – Mr. Klaas summarized the three funds that receive revenue from property taxes: County Highway, County Bridge and Federal-Aid Matching, and stated that for the thirteenth year in a row, they plan to keep that combined levy at two million. Mr. Klaas said that nine to ten million goes back into projects.

Mr. Klaas reported that Ginger Gates, Administrative Assistant would be retiring at the end of 2021, and would be working on a part-time basis due to her accumulated vacation and personal time. Mr. Klaas said his plan is to hire a new Administrative Assistant in early 2021 at a lower salary of \$61,000, who would work closely with Ms. Gates for one full year. Discussion followed on the proposed salary increase for non-union positions.

PBZ – Mr. Koepfel stated there's a 2.5 percent salary increase to the Code Official and Senior Planner, and a 3.2 percent increase to the Part-Time Secretary due to the minimum wage requirements. He also noted there would not be a salary increase for the part time

Code Enforcement Officer position. Mr. Koeppel stated they did include an intern position in the FY2021 budget, and that revenues have decreased approximately 2.5 percent.

Administrative Services - Mr. Koeppel stated that the overall budget remained flat as requested by the Finance Committee, that his salary increase would be 4 percent increase due to his new contract, and the other positions in the department would receive a 2.5 percent salary increase. Discussion on the proposed increase in the postage line item, and the additional postage needed for the unexpected Vote by Mail mailings in 2020.

Kendall Area Transit - Mr. Koeppel reported that funds received for KAT are basically a pass-through from Kendall County to the DeKalb Voluntary Action Center which spearheads the Kendall Area Transit Program. Mr. Koeppel stated that KAT is funded by the General Fund and the Senior Levy fund. Kendall Area Transit receives DOAP, Section 5311 and Section 5310 funds from the state.

Economic Development – Mr. Koeppel stated that Economic Development funds used toward EDC work by Mr. Koeppel and Ms. Caldwell salaries remains flat. Discussion on the work being done by Thomas P. Miller and Associates for Kendall County businesses affected by Covid-19.

County Board – Mr. Koeppel stated that the FY21 County Board budget reflects the end of Per Diems, and the beginning of salaries for the County Board, which explains the largest increase in this budget. Mr. Koeppel explained the \$40,000 proposed for the lobbyist, and the possibility of sharing that lobbyist and the cost with the Village of Oswego, the Village of Montgomery, and the City of Yorkville.

Mr. Koeppel indicated that final Health Insurance renewal rates will be presented to the Admin HR Committee in October, but that the increase is currently reported as an increase of 22 percent. Mr. Koeppel stated that The Horton Group continues negotiations with Blue Cross Blue Shield and hopes to have a lower rate increase.

Animal Control – Mr. Koeppel reported that revenue remains flat, and expenditures are reduced. Mr. Koeppel reported employee salary increases at 2.5 percent as requested by the Board.

KC Soil & Water District – Butch Konicek, Soil & Water Conservation District Chairman, introduced his new staff, Alyse Olson, Conservationist, Ariel Beauchamp, Education Coordinator, and Julie Brown, Administrative Coordinator. Mr. Konicek stated that some benefits funding provided last year hopefully ensures guaranteed funding for benefits this year. Mr. Konicek also noted that they estimate state funding for FY21 at \$40,000, but that grant has not been funded as yet. Mr. Konicek said the district relies on a partnership with NRCS for monthly rent payments. Due to Covid-19 and e-learning, there has been an increase in the Education Program Expense budget line to accommodate staff technology needs, and online classes.

Coroner's Office – Coroner Purcell reviewed her proposed FY21 budget with the committee stating a 2.5 percent salary increase for the Coroner and Chief Deputy Coroner. Ms. Purcell also reported an increase in the Bio-Hazard Waste pick-up fees, because they have changed to monthly pick-up instead of bi-monthly pick-up.

Discussion on the part-time assistant and deputy fees. Ms. Purcell said that Assistant pay is \$18-20 per hour, and Deputy pay is \$25 per hour.

Technology – Director Kinsey reported he increased Technology Services salaries were increased 2.5 percent. Mr. Kinsey reported decreases in the Copier Expense line due to contract negotiations for a reduction of costs.

GIS - Ms. Berganti reviewed the GIS Revenues and Budget with the committee, and reported an increase in the revenue line due to the GIS fee and Map fee increase for the County. Ms. Berganti shared her reasons for the 4.8 percent salary increase for the staff, stating they are going above and beyond assigned duties and updating the GIS technology to be more efficient for citizens and staff. Discussion on the pros and cons of GIS staff permanently working from home, any inconvenience to citizens, and how staff is able to work remotely with County offices and departments.

Sheriff's Office – Sheriff Baird began by stating they had summarized their budget revenues, expenditures and requests. Sheriff Baird said they worked very hard to maintain a strong public safety service when working on the FY21 budget. FY 20 was an exceptionally challenging year for them due to Covid and civil unrest, however they made some changes in procedures, practices and enhanced technology usage to ensure they maintain the highest level of service to Kendall County. Baird stated the most importantly they have evaluated these changes and identified ways to continue to improve their public safety services and reduce costs where appropriate.

The Sheriff reviewed revenue projections for FY21: Inmate Housing \$2,171,750; Inmate Transport Fee \$63,232; Federal Inmate Mileage Reimbursement \$ 6,578; Fines & Fees \$312,174. Giving the overall estimate for Revenues of: \$2,553,734, or \$38,456 over the budgeted revenues for FY20. If the proposed fee increases are implemented, there would be \$47,476, increasing the projected overall revenue to \$2.6 million. The fees increase would only cover the costs.

Undersheriff Bobby Richardson focused on the Sheriff's budget of \$6,766,967 or an increase of \$603,650 compared to FY20. Salaries proposed are \$6,262,575 or an increase of 9.94 percent, compared to FY20.

Undersheriff Richardson stated they are requesting the addition of an Inspector General position with an annual salary of \$80,000 that would serve as an independent observer of law enforcement activities and bring the highest level of accountability to the Sheriff's Office. This position would only report to the Sheriff, The Human Resources Manager, and the Sheriff's Merit Commission.

Undersheriff Richardson reviewed the proposed increased operating costs and expenditures for conferences and dues; Cell Phones, contractual services/consultants, equipment maintenance, uniform expenses, drug testing and employee recognition. Richardson said they project decreases in operating expenses for postage, training, vehicle maintenance, printing, police supplies, weapons/ammunition and the Major Crimes Task Force.

Chief Deputy Mike Peters reported on the Corrections budget of \$4,994,459, an increase of .59 percent compared to FY20. Peters reviewed proposed salary budget decrease to \$4,407,191 in FY21.

Peters also reported on the increase in the clerical line due to the proposed additional salary for an Electronic Home Monitoring (EHM) Coordinator civilian position with a salary of \$60,000. This position has been handled in the Court Services Office prior to this request.

Peters reported an increase in the contractual services/consultant line of \$95,075, an increase in the food service line of \$8,283, the additional cost of \$12,000 for a mail scanner, decreased audits of \$14,000, and decreased medical expenses of \$1,788 and increase prisoner transport of \$9,428.

Undersheriff Richardson reviewed the Merit Commission increase budget by \$45,298 primarily due to the Sheriff's Office need to conduct promotional assessments, and the addition of specific testing for new hire deputies.

4. **Public Comment** – Todd Milliron, Yorkville, shared his ideas for budget reductions.
5. **Questions from the Media** – None Present
6. **Action Items for the County Board** - None
7. **Items for the Committee of the Whole** – None
8. **Executive Session** – Not needed

Member Vickers left at 1:52p.m.; Member Gryder left at 2:03p.m.

9. **Adjournment** – **The meeting adjourned at 2:06p.m. due to lack of a quorum.**

Respectfully submitted,

Valarie A. McClain
Administrative Assistant & Recording Clerk