

COUNTY OF KENDALL, ILLINOIS
SPECIAL Committee of the Whole/Budget & Finance Committee
BUDGET PRESENTATIONS
Thursday, September 26, 2019
MEETING MINUTES

Call to Order: Finance Chair Matt Kellogg called the meeting to order at 9:00a.m.

Attendee	Status	Arrived	Left Meeting
Scott Gryder		9:23am	
Amy Cesich	Present		
Scott Gengler	Here		
Elizabeth Flowers	ABSENT		
Tony Giles	ABSENT		
Judy Gilmour	Here		
Audra Hendrix	Here		
Matt Kellogg	Yes		
Matthew Prochaska	Here		
Robyn Vickers	Here		

Others Present: Latreese Caldwell, Scott Koeppel

Approval of Claims – Chair Kellogg asked for a motion to move the approval of claims to after Mr. Gillespie’s presentation. Member Hendrix made a motion, second by Member Prochaska to move claims to after the EMA presentation. **With seven members present voting aye, the motion carried by a vote of 7-0.**

Budget Presentations

EMA – Joe Gillespie indicated that his budget included a 2% increase to his stipend as EMA Director and Tracy Page’s stipend. His revenue is all grants, there is additional revenue anticipated. His total budget increased by .7%.

Approval of Claims - Member Hendrix made a motion to approve Supplemental Claims in an amount not to exceed \$1,516,623.41, second by Member Cesich. **With seven members present voting aye, the motion carried by a vote of 7-0.**

Treasurer’s Office – Ms. Ferko reported that most accounts remain the same. Salary increases are just under 2%. Postage increased as a postcard was sent this year to remind people of tax payments. Delinquent payments are down. Conferences were increased, to attend the Tyler Conference next year. Legal publications have increased. Everything else remains the same. Funds like Unemployment, Property Tax Services, Audit are staying the same. The goal to eventually combine these with a title of County Contractual Services with separate line item numbers.

Ms. Ferko indicated she would like to be present for the Capital discussions. She’s reported she has been having issues with Dev Net and has been talking to Mr. Kinsey about software

needs. Mr. Kellogg indicated that we would have those discussions separately and she would be included.

Chairman Scott Gryder arrived 9:23am

Admin Services, EDC, County Board - Mr. Koeppel stated that his raise is contractual at 2.5% and the other positions in the office received 2% percent.

Cell phones and conferences were increased. Supplies has increased and Mayor's and Managers has increased. Mr. Koeppel said that postage increased, the entire building is in this budget. There are reimbursements from various Departments. The Clerk may have pre mailed items for the 2020 Elections. Mostly everything else remained flat. Mr. Koeppel noted that with EDC things remain on hold as we are currently discussing other alternatives.

For the County Board budget, conference was increased as it will likely go over this fiscal year. Member Prochaska indicated that with UCCI the County gets reimbursed. Reimbursements will be increasing next year and they will be including mileage next year as well. Member Kellogg asked about per diems. Mr. Koeppel indicated that the actuals are tracking to be about \$15,000 less. Member Prochaska wanted to revisit conferences and sending people to NACO once the budget process is complete if there is excess revenue. Mr. Koeppel asked about a discussion of dues and memberships. Member Gryder asked that Dues and Memberships be discussed at LJJ. Member Hendrix asked about the lobbyist. The lobbyist is listed in Highway as the lobbyist has helped with large capital projects.

Mr. Koeppel indicated that Health Insurance renewal rates will be presented on October 7th. Member Prochaska asked about broker fees. Mr. Koeppel explained that from the money saved from previous the broker we have been able to pay the broker fees for 2018 up until June of this year. We do owe them a \$5000 true up and from here on out the fee will be \$3200 a month. Member Gryder indicated that this includes the Dental Insurance commission savings which was 10%.

Ken Com Intergovernmental Agreement remains the same, currently wrapping up the new agreement. Contingency amount is large because of 8 contracts we are currently negotiating.

General Fund transfers out to debt service we refinanced. KAT money is the same. Economic Development is up a bit because it pays for salaries.

Social services for Senior Citizen fund was increased. Liability insurance we are getting that number in early November. The Forest Preserve is looking to separate with liability and workers comp so that may change our numbers.

Univ. of Illinois Extension Ofc – Ms. Roby Vorgias indicated that they had some mandated salary increases, however they were able to cut back in a few other areas. The County's contribution remained at the mandated 2% increase.

PBZ – Mr. Koeppel stated there's a 2% raise to salaries. He also noted that a new part time Code Enforcement Officer position was added due to an increase in complaints. The part time Office Assistant afternoon position has been difficult to fill so some of that salary will go to

the Code Enforcement Officer and we have an Intern included as we have in the past. Ms. Johnson will also cover some PBZ Meetings as her time allows. The minutes seem to require a certain level of expertise. Per diems, training and mailings have increased slightly. The entire budget is up 2.7%. Member Gryder commented that the PBZ budget has decreased significantly since the economic downturn so adding these part time positions is a way to grow without breaking the bank.

Coroner's Office – Coroner Purcell noted some increases in salaries and membership and dues, because of a promotion and additional staff. She noted that she has a Capital item new radios are needed as Ken Com is changing systems that amount is about \$10,000.

Member Prochaska moved to recess at 10:10am, member Hendrix second. Meeting resumed at 10:40am.

County Clerk, Recorder, and Voter Registration – Ms. Gillette noted that with the Clerk and Recorder Budget temporary salaries increased because of an employee going on maternity leave. Also dues are doubling. That is what accounts for the 6.6% increase.

With the election fund, Ms. Gillette stated that she understood that all the election costs would go into a new fund. Member Kellogg apologized and indicated that instead of having inconsistent increases the idea would be to better budget and contribute the same amount each year. Ms. Gillette agreed this would work. There are some technology changes coming, so they are looking at potentially purchasing new laptops. Ms. Vickers asked if there were grants available. Ms. Gillette indicated that yes they are working on grants for technology and cyber security. Member Hendrix asked more about cyber security. Ms. Gillette indicated they are working on it. So far \$30,000 in grants for cyber security. Member Prochaska asked about an Albert System. Ms. Gillette indicated that she is working on this with IT.

With GIS budget that is mainly salaries. Hoping to start using My Deck.

Member Hendrix asked about postage and prepaying in terms of Elections. Ms. Gillette indicated that she did her voter registration purge, there was no prepayment. However, 2020 will be expensive because of the Election, there will be many vote by mail ballots at a cost of just over \$5.00 each. Ms. Gillette indicated that she has anticipated the additional costs. In 2016 \$8000 was spent for 2020 \$25,000 is budgeted. Member Kellogg asked about spending any monies left for this fiscal year in anticipation of next year and the large Election. Ms. Gillette indicated she could use funds on equipment.

HAVA is Help America Vote is a grant the County has gotten previously. Other funds are mostly pass through grants and fees that are used for salaries.

KC Soil & Water District – Butch Konicek the Chairman of the District introduced his staff. The funding for the District comes from the State and the County. The Fiscal Year 2020 budget is currently showing a \$8000 deficit even with the District asking for a 27% increase of the County's contribution. Fiscal Year 2018 surplus was a one-time infusion from the state. Member Vickers indicated that the Education Programs are phenomenal, they see kids across the County, so she would like to see more funding. Member Gengler agreed he would like to see their deficit funded.

Overall Discussion - Member Gilmour asked about salary increases and mandates set by Finance. Member Kellogg said it was 2% but most people came with 3%-3.5%. He indicated the entire group would have to discuss this and what cuts needed to be made and where. Member Gengler asked about CASA funding. Member Prochaska said with CASA perhaps asking for a seat on their Board. Member Kellogg asked that if Members are passionate about specific budget items they should speak up. Member Cesich indicated she would like to fund Soil and Water. Member Kellogg indicated increases should be penciled in for Soil and Water. He also indicated that when finished with these presentations and Capital the Finance Committee can review and bring changes cuts and funding back to a COW to wrap the process up. Member Hendrix spoke about CASA and didn't want them to be forgotten. Member Cesich indicated that there was previous talk of a fine to fund CASA.

Eric Weis/State's Attorney – Mr. Weis reviewed his budget, there are 7 funds that are not part of the General Fund. These funds are used for specific items, like equipment, not big numbers, however are important to the running of the Office. A Special Litigation fund of \$50,000 for arbitration on the County's behalf was included in the General Fund budget. It may be budgeted in another budget. Conferences went up 25%. Postage has gone down. Salaries are up about 3%. Member Kellogg noted that if special litigation is removed the SAO is up 2.5%. Ms. Cesich asked where the special litigation came from before? Mr. Koeppel indicated the last interest arbitration costs came from Admin or Contingency.

Board of Review - Pam Geigenheimer explained that her budget went up 2%. Salaries went up about 2%. Postage went up as this is the quadrennial year for assessments more changes are anticipated. Legal publications were eliminated as the Assessment office does that. Everything else remains the same.

Veteran's Administration – Chad Lockman explained that there was a mistake with his levy it's actually a 3.6% decrease. The budget has been cut resulting in a .1% increase. The main focus of the office is to help Veterans find jobs. The Office also help with stabilizing Veterans and helping them get funds from the VA and other Programs. For every \$1 levied \$41 was returned to the County through services to Veterans. Mr. Lockman explained that there was concern that the levy is being reduced, however he is working to be more efficient. Member Kellogg noted also that there is a healthy fund balance which is a factor in reducing the levy. Member Hendrix noted her concern about stricter requirements and making sure services are being received by everyone that needs it. Ms. Clevenger, Outreach Coordinator noted that other opportunities have opened up for Veterans through employment and LIHEAP and various others positive ways to make sure Veterans are successful.

708 MH – Member Kellogg indicated there is a request to increase to their Levy. Member Vickers indicated that the rationale for increasing the Levy is they have not had an increase in many years and needs have increased. Member Kellogg asked about Family Services Associates. Member Vickers indicated that there is a time limit option on responding to crisis that would be met with this increase through Family Services Associates. Mr. Koeppel asked about the Drug Court. Member Vickers indicated that they did not ask for approved items and they were working with an unaccredited Agency. They plan to ask again next year.

Public Comment – None

Questions from the Media – None

Actions Items for County Board –

- Supplemental Claims in an amount not to exceed \$1,516,623.41

Items for Committee of the Whole

Executive Session – Not needed

Adjournment – Member Prochaska called for the meeting to adjourn, Member Gryder seconded the motion. **With all in agreement, the meeting adjourned at 12:18 p.m.**

Respectfully submitted,

Mera Johnson
Risk Management and Compliance Coordinator