

COUNTY OF KENDALL, ILLINOIS
BUDGET & FINANCE COMMITTEE
Meeting Minutes for Thursday, October 13, 2022

Call to Order – Committee Chair Matt Kellogg called the Finance Committee to order at 5:52 p.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Amy Cesich	Here		
Brian DeBolt	Here		
Scott Gengler	Here		
Scott Gryder	Here		6:15 pm
Matt Kellogg	Here		

Others Present – Jennifer Breault via Remote, Scott Koeppel, Latreese Caldwell, Coroner Jackie Purcell, Chief Deputy Coroner Levi Gotte, Undersheriff Bobbie Richardson, Circuit Clerk Matthew Prochaska, Judge Robert Pilmer, Probation/Court Services Director Alice Elliott, Representatives for the Drainage District: John Purcell Mayor of Yorkville, Attorney Dan Kramer, and Bob Davidson.

Approval of Agenda – Member Gryder made a motion to approve the agenda but to remove the FY 2023 Capital Budget Discussion from the agenda, second by Member Cesich. **With five members present voting aye, the motion carried by a vote of 5 - 0.**

Approval of Minutes– Member Gryder made a motion to approve the meeting minutes from September 8th and September 15th, 2022 second by Member Gengler. **With five members present voting aye, the motion carried by a vote of 5 - 0.**

Approval of Claims – Member Gryder made a motion to forward the claims to County Board, second by Member Cesich. **With five members present voting aye, the motion carried by a vote of 5 - 0.**

Items of New Business

- *Approval of low bidder for vehicle maintenance service contract* – Under Sherriff Bobbie Richardson and the committee went over the response comparison chart included in their packets between the two respondents who submitted bids. One of them was the lower bidder based on the submitted bid sheets. Member Gengler made a motion to approve the Low Bidder for Vehicle Maintenance Contract and send to the County Board to consent agreement, second by member DeBolt. **With five members present voting aye, the motion carried by a vote of 5 - 0.**

- *ARPA Treasury Reporting Status* – Jennifer Breault reported to the committee that the quarterly report for the U.S. Treasury is complete and the next report will be due at the end of December.

Mr. Koeppel mentioned that one of the ARPA grantees has not responded to Jennifer for information she needs and after she made numerous attempts to contact them the deadline has now passed. Mr. Koeppel recommends having the State’s Attorney’s office send a letter to the recipient since this has worked in the past.

- *FY 22-24 ARPA Budget Discussion* – Attorney Dan Kramer, representative for the Rob Roy and Raymond Drainage Districts addressed the committee on the major need to clean out the drainage ditch along Rt 47 in Yorkville. He is asking for ARPA money be allocated to the Drainage District. He assured the committee that the money would be protected through a title company and would not get levied upon or used by someone else.

Mr. Davidson gave a brief history of the drainage district and the minimul work done to it through the years. But due to development there are now 3,000 parcels in the area north of Route 34 and there is a possibility of major flooding in the future. The effective area in length starts at south at Eldamain Road going north to Route 34 and possibly up to Cornelius Road.

He received an estimate of \$497,000 to complete the project. This includes estimates from three companies for tree removal, excavating and possibly landscaping.

- Homer Tree Service \$297,000
- Midwest Excavating \$105,000
- Landscaping (if needed) \$67,000

These companies still need to bid.

Mr. Davidson said the project can start immediately this winter and stop during planting season until the Fall.

Mayor John Purcell of Yorkville said he will support this project and cover the administrative part and the money would be allocated through Yorkville and a title company and be spent for cleanup and improvement and not toward any special fees.

Mr. Koeppel recommended two options either to include this for the FY23 Budget, as a project or send to the State’s Attorney’s Office to draft the agreement and this will come forward once the agreement is complete.

Chair Kellogg talked about three other ARPA projects and to allocate \$500,000 toward the Drainage District and \$500,000 toward the Oswego future water supply project, and to start the Boulder Hill project.

After discussion the committee agreed to allocate the money towards the three projects. **Motion made by Cecish to forward the three projects to the State’s Attorney’s Office to draft the agreement for FY23, second by Member Debolt. With four members present voting aye, the motion carried.**

Mr. Koeppel said once the agreement is drafted it will be sent to the County Board for final approval.

- *FY 2023 Capital Budget Discussion* – Chair Kellogg discussed budget adjustments for several departments with the committee.

Circuit Clerk Matt Prochaska provided a handout to the committee detailing four additional positions that his office requested resulting in \$118,500 in new salaries. He stated if the upcoming Safety-Act goes into effect this could create additional work. And two employees are retiring in January. In addition, his office is currently overloaded with court filings and dispositions.

When asked by the committee, his priority is to strengthen the Criminal Traffic Division and hire a Traffic Office clerk and a weekend Court Office clerk. Filling the position for a Quality Control Manager is also needed because too many things are getting overlooked.

Judge Robert Pilmer explained to the committee that with increasing need for technology and reporting it puts more of a demand on the clerk’s office and the judges also support filling these positions.

The committee was in favor of filling the two clerk positions for the Criminal Traffic Division.

Director Elliott reported to the committee her need to hire a Mental Health Court Officer to serve the clients. This position would be reimbursable through the Administrative Office of the Illinois Courts. The other position is either a full-time or part-time Drug Test Technician who would relieve the probation officers so they can service the clients.

Mr. Koeppel concluded hiring a part-time person would have less of an impact on the budget. There was a consensus from the Board to approve the full-time Mental Health Court Officer and the Part-Time Drug Test Technician.

Old Business – None

Department Head and Elected Official Reports – None

Public Comment - None

Questions from the Media - None

Chairman’s Report - None

Executive Session – Not needed

Review board action item –

- Claims
- Approval of the low bidder for the Sheriff's Department's vehicle maintenance contract for a two-year period for County Board consent agenda.

Adjournment – Member Cesich made a motion to adjourn the Budget and Finance Committee meeting, second by Member DeBolt. **With four members present voting aye, the meeting was adjourned at 7:00 p.m. by a vote of 4- 0.**

Respectfully submitted,

Sandy Washkowiak
Administrative Assistant