

**COUNTY OF KENDALL, ILLINOIS  
COMMITTEE OF THE WHOLE  
Thursday, October 13, 2022 at 4:00 PM  
Meeting Minutes**

**Call to Order and Pledge of Allegiance** - The meeting was called to order at 4:11 p.m. by County Board Chair Scott Gryder who led the Committee in the Pledge of Allegiance to the American Flag.

**Roll Call**

<b>Board Member</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Amy Cesich	Present		
Brian DeBolt	Yes		
Elizabeth Flowers	Here	4:23	
Scott Gengler	Here		
Judy Gilmour	Here		
Scott Gryder	Yes		
Matt Kellogg	Yes		
Dan Koukol	Absent		
Ruben Rodriguez	Absent		
Robyn Vickers	Here		

**Staff Present:** Latreese Caldwell, Jennifer Karales, Scott Koeppel, Matt Asselmeier

**Guests Present:** Attorney Leslie Johnson, Jill Ferko, Attorney Judd Lofchie

**Approval of Agenda** – Motion made by Member Cesich, second by Member Gilmore. **With seven members present voting aye, the motion carried by a vote of 7-0.**

**Approval of September 7, 2022, September 8, 2022, and September 15, 2022 Meeting Minutes** – Motion made by Member DeBolt, second by Member Cesich. **With seven members present voting aye, the motion carried by a vote of 7-0.**

**New Business**

- *Discussion of Committee Structure and County Board Rules of Order* – Mr. Koeppel reported on the possible committee structure proposal he has been working on with Chair Gryder. (Included in packets page 11). This recommendation could help streamline the committee meetings to be more efficient. The new structure would have six committees with each committee meeting once a month, three liaisons, and a County Board Chair. Each member would have their own distinct duties.

The committee members shared their views and liked the structure of the plan but would further like to discuss it. With the direction from the committee Mr. Koeppel said he will adapt and change the Board Rules of Order and present this at the November COW meeting.

Motion made by Member Cesich to forward this item to the November COW meeting for further discussion based on the input today, second by Member Gilmore. **With eight members present voting aye, the motion carried by a vote of 8-0.**

*From Human Resources & Administration Committee:*

- *Discussion of Kendall County HR Department* – Member Flowers reported to the committee that the HR & Admin. Committee agreed on creating and centralizing a new HR Department but have questions on how it will be structured. (Included in packets page 12 – 15)

Mr. Koeppel mentioned that employees often say they don't know where to go for HR issues and by having a clearly defined HR Department this would elevate the confusion. He met with the States Attorney's office and Kane and DuPage County's Human Resource Departments to discuss their structure and best practices. After those discussions and other research, with the Administration staff he recommends changes to HR functions and presented to the committee four options (included in their packets.)

An organization chart was included in the committee's packets showing a great example of what a full HR best practices would look like.

After a discussion the majority of the committee were in favor of Option Four. They liked the idea of a centralized HR Department all in one place but there were concerns about the County's various departments and elected officials that already have an HR person but are not officially trained in HR responsibilities. Ms. Johnson, Assistant State's Attorney mentioned that she is seeing a lot of overlap in HR questions she is handling.

Mr. Koeppel thought the first step would be to draft a job description for an HR Director for the FY 23 budget.

Member Kellogg made a motion to forward the job description for the HR Director once it is drafted to the November COW meeting for discussion, second by Member DeBolt. **With eight members present voting aye, the motion carried by a vote of 8-0.**

- *Discussion & Approval of Kendall Area Transit 5310 Grant Application* – Mr. Koeppel asked to forward this to the County Board meeting on Tuesday, October 18th.

Member Gilmore made a motion to forward this item to the County Board meeting on October 18th, second by Member Gengler. With eight members present voting aye, the motion carried by a vote of 8-0.

*From Planning, Building, & Zoning Committee:*

- *Discussion of Petition 22-01, a Request from Jose and Silvia Martinez for a Special Use Permit for a Landscaping Business, Variance to Section 7:01.D.30.b to Allow a Landscaping Business a Non-State, County, or Collector Highway as Defined by the Kendall County Land Resource Management Plan,*

*and Variance to Section 11:02.F.7.b of the Kendall County Zoning Ordinance to Allow a Driveway Zero Feet from the Southern Property Line at 1038 Harvey Road (PINs: 03-12-100-004 and 03-12-100-013) in Oswego Township; Property is Zoned A-1 Agricultural District* – Mr. Asselmeier briefed the committee on the background of the petition starting from 2018 when the petitioners bought the property. The petitioner was cited for violating a zoning ordinance in 2019 when he built a landscaping business without a special use permit. He later installed a driveway without a permit and received violations for junk and debris. The court fined him \$32,800. He has since filed for a special use permit and was granted an access permit from Oswego, and he applied for a storm water management permit.

Mr. Asselmeier stated the special use permit was approved that a landscaping business could go on this property but there are concerns that the petitioner would not comply with the 25 proposed conditions. He asked the committee if they want to approve the special use permit to forward to the County Board for discussion.

The Petitioner’s attorney Judd Lofchie presented past facts to the committee. His client’s previous attorney failed to apply for the special use permit and Village of Oswego gave him conflicting information regarding the driveway permit. Mr. Lofchie stated he and his client are working hard to solve these issues. The fines have not been paid due to personal family issues but his client would like to work something out with the County.

Member Gengler made a motion to forward this item to the County Board agenda on Tuesday October 18th, second by Member Vickers.

**Roll Call Vote:**

<b>Attendee</b>	<b>Status</b>
Matt Kellogg	Yes
Scott Gengler	Yes
Brian DeBolt	Yes
Judy Gilmore	Yes
Scott Gryder	Yes
Amy Cesich	Yes
Elizabeth Flowers	Yes
Robyn Vickers	Yes

**With eight members present voting aye, the motion carried by a vote of 8-0.**

*From Law Justice & Legislation Committee*

- *Discussion of Petition 22-01, a Resolution supporting continued Efforts to Resolve Public Safety Concerns with the Safe-T Act* – Mr. Koepfel briefed the committee that the Resolution is for the County Board to ask the Governor and the General Assembly to work with public representatives and community stakeholders to make changes to the Act. This is not related to the lawsuit. (Included in their packets.)

Member Gilmore made a motion to forward this item to the County Board meeting on Tuesday, October 18th second by Member DeBolt. **With eight members present voting aye, the motion carried by a vote of 8-0**

*From Economic Development Committee*

- *Discussion of CPACE Program* – Mr. Koepfel gave a brief description of the CPACE program with the committee. (Included in their packets.) The committee discussed changes they requested to the contract but nothing could be agreed upon. After a lengthy discussion the committee decided to table the program.

Motion made by Member Kellogg to table the CPACE program indefinitely, second by Member Gengler.

**Roll Call Vote:**

<b>Attendee</b>	<b>Status</b>
Matt Kellogg	Yes
Scott Gengler	Yes
Brian DeBolt	Yes
Judy Gilmore	Yes
Scott Gryder	Yes
Robyn Vickers	Yes
Amy Cesich	Yes
Elizabeth Flowers	Yes

**With eight members present voting aye, the motion carried by a vote of 8-0.**

- *Discussion of Chicago Regional Economic Development Organization* – Mr. Koepfel gave a brief overview of this collaboration (included in packets). The proposed annual cost allocation for uncovered budget for Kendall County would be \$11,000 per year for three years. The committee thought this would be a good long term plan but were not sure about the return on investment. Mr. Koepfel said three things would need to be ready before it goes to the County Board meeting. The committee decided to hold off on this for now.

Motion made by Cesich not to commit to the funding for this item, second by Member Flowers. **With eight members present voting aye, the motion carried by a vote of 8-0.**

**Old Business** – None

**Elected Official and Department Head Reports** - None

**Public Comment** – Project Green light

**Questions from the Media** – None

**Chairman’s Report** – None

**Board Action Items -**

- Kendall Area Transit 5310 Grant
- Safety Act Resolution
- 1038 Harvey Road - EBZ item

**Executive Session - None**

**Adjournment** – Member Cesich made a motion to adjourn the meeting, second by Member Flowers. **With eight members present voting aye, the meeting adjourned at 5:46 p.m.**

Respectfully Submitted,

Sandy Washkowiak  
Administrative Assistant