

COUNTY OF KENDALL, ILLINOIS
FINANCE AND BUDGET COMMITTEE
Meeting Minutes for Thursday, January 26, 2023, at 4:00 p.m.

Call to Order

The meeting was called to order by Committee Chair Scott Gengler at 4:02 p.m.

Roll Call

| Attendee | Status | Arrived | Left Meeting |
|-----------------|---------------|----------------|---------------------|
| Scott Gengler | here | | |
| Brian DeBolt | here | | |
| Matt Kellogg | here | | |
| Seth Wormley | here | | |
| Jason Peterson | absent | | |

Others Present: Dan Koukol, Zach Bachmann, Scott Koeppel, Latreese Caldwell, Jennifer Karales, Megan Briganti, Dan Polvere, Luke Prisco, Leslie Johnson, Taylor Cosgrove, and Brianna Falk

Approval of Agenda – Member Kellogg made a motion to approve the agenda with the change of moving Letter D under New Committee Business to the last item to discuss, second by Member Wormley. **With four members voting aye, the motion carried by a vote of 4 -0.**

Approval of October 27, 2022 Minutes and December 29, 2022 Minutes – Member DeBolt made a motion to approve the minutes, second by Member Kellogg. **With four members voting aye, the motion carried by a vote of 4 -0.**

Approval of Claims – Member DeBolt made a motion to approve the claims, second by Member Wormley. **With four members present voting aye, the motion carried by a vote of 4 -0.**

Committee Reports and Updates – None

New Committee Business

A.*MOTION (Forward to CB) Approval of the Purchase of a Generac Light Tower with Generator in an Amount not to exceed \$14,500 using American Rescue Plan Act Funds.

Member DeBolt made a motion to forward to the County Board Meeting the approval of the purchase of a Generac Light Tower with Generator in an amount not to exceed \$14,500 using American Rescue Plan Act Funds, second by Member Kellogg. **With four members voting aye, the motion carried by a vote of 4-0.**

Scott Koeppel and Dan Polvere discussed the options for the purchase of the mobile light tower with a generator and noted the benefits of the County owning their own light tower. This was discussed at a previous finance meeting with the EMA. Scott directed the board members to page 6 of packet for sales quote.

| Roll Call Vote: | |
|------------------------|---------------|
| Name | Status |
| Scott Gengler | yes |
| Brian DeBolt | yes |
| Matt Kellogg | yes |
| Seth Wormley | yes |

B. *MOTION (Forward to CB): Approval of FY23 Tuberculosis Budget Revision

Member Kellogg made a motion to forward to County Board Meeting the Approval of FY23 Tuberculosis Budget Revision, second by Member DeBolt. **With four members voting aye, the motion carried by a vote of 4 -0.**

Scott Koeppel explained that the TB Fund ran negative as identified by the Treasurer’s office. The TB levy is relatively small, and the money goes to the Health Department to manage cases of tuberculosis in the county. Latreese Caldwell explained the revision to the budget is needed due to increase in cases of TB in Kendall County. Health Department asked for an increase in the levy from \$15,000 to \$30,000. Proposing that the general fund cover half of the deficient balance and the Health Department fund cover the other half.

| Roll Call Vote: | |
|------------------------|---------------|
| Name | Status |
| Scott Gengler | yes |
| Brian DeBolt | yes |
| Matt Kellogg | yes |
| Seth Wormley | yes |

C. *MOTION RC: Approval of County credit card for Court Administrator Marci Vose \$2,500 limit

Member Kellogg made a motion to approve County credit card for Court Administrator Marci Vose \$2,500 limit, second by Member DeBolt. **With four members voting aye, the motion carried by a vote of 4-0.**

Deputy County Administrator Latreese Caldwell received an email from Judge Krentz outlining the reason they are requesting the credit card. The Court Administrator needs for the purpose of purchasing food for the jury commission. Most restaurants in the area will not except the invoice process and a credit card will allow them more choices for lunch options.

| Roll Call Vote: | |
|------------------------|---------------|
| Name | Status |
| Scott Gengler | yes |
| Brian DeBolt | yes |
| Matt Kellogg | yes |
| Seth Wormley | yes |

E. *Discussion: Review Senior Levy Process and Timeline

Latreese Caldwell turned the board’s attention to page 11 in the packet provided. She explained the tentative timeline for submission and review of application requests and the request history to the board members. The Senior Levy has been decreased to \$363,000 for FY 2023 down from \$400,000 in FY 2022. She explained that the Senior Levy is a grant that outside agencies apply for to provide services to

seniors in Kendall County. She is asking authorization to start the Senior Levy process to get the letters out on in the mail on Monday, January 30, 2023. Chair Gengler stated that he would like the applicants that receive the Senior Levy grant money to present to the committee; what services they provide to the county and the impact on the seniors. Latreese Caldwell also noted that they would like to possibly increase funds for the Kendall Area Transit, as ridership has increased, and the funding as stayed the same over the past years. KAT will come into next month's committee meeting to present their requests.

F.*Discussion: Approval of County credit card for Deputy County Administrator Latreese Caldwell \$5,000 limit.

Member DeBolt made a motion to approve County credit card for Deputy County Administrator Latreese Caldwell \$5,000 limit, second by Member Kellogg. **With four members voting aye, the motion carried by a vote of 4 -0.**

Scott Koeppel explained the need for a second credit card in the Administration Department.

| Roll Call vote: | |
|------------------------|---------------|
| Name | Status |
| Scott Gengler | yes |
| Brian DeBolt | yes |
| Matt Kellogg | yes |
| Seth Wormley | yes |

The Finance and Budget Committee Meeting was recessed by Chairman Scott Gengler at 4:36 p.m. for a Special COW Meeting presentation of Anti-Harassment Training. The Finance and Budget Committee reconvened at 5:38 p.m.

D. *Special Presentation: Present were Amy McNamara, CASA Executive Director – Guardian ad Litem (GAL) Position.

Chairman Scott Gengler recused himself and asked Mr. Wormley to take over the meeting. CASA Executive Director Amy McNamara introduced Nicole Sartor, Board President of Kendall County CASA. Ms. Sartor led a discussion on the role and importance of the Guardian ad Litem and the new Illinois law that was passed in 2021. In Illinois, guardian ad litem must now be an attorney, in the past they were able to use volunteers and volunteer attorneys, taking on one case at a time. The case load has increased, and they would like to retain their current Attorney Dan Transier. CASA is asking Kendall County for \$25,000 to help pay for this position. Members asked questions and discussed ways in which Kendall County may be able to fund this request. Staff will prepare a grant agreement for the next Committee of the Whole meeting on February 16, 2023. Mr. Wormley turned the meeting over to Chairman Gengler.

G.*Discussion: ARPA Treasury Reporting Status 4Q 2022 Filing.
Jennifer Karales briefed the committee that the quarterly report due on January 31 was turned in on time and a written copy is included in the packet (page 20). \$6.5M has been allocated and spent. Jennifer gave a brief outline to the board members about what was involved in the ARPA grant process.

H.*Discussion: FY23-24 ARPA Discussion
No discussion of the FY23-24 ARPA took place at the meeting.

I.*MOTION: (Forward to CB): Approval of Kendall Area Transit FY22 IL Downstate Operating Assistance (DOAP) Grant Audit.

Member DeBolt made a motion to forward to County Board Meeting under the consent agenda the Approval of Kendall Area Transit FY22 IL Downstate Operating Assistance (DOAP) Grant Audit, second by Member Wormley. **With a voice vote of four ayes, the motion carried by a vote of 4- 0.**

Latreese Caldwell gave a brief description of the audit process to the committee. The committee members were given the Audit reports that were prepared by Mack & Associates.

J.*MOTION (Forward to CB): Approval of Kendall Area Transit FY22 Section 5311 Grant Audit.

Member Kellogg made a motion to forward to County Board Meeting under the consent agenda the Approval of Kendall Area Transit FY22Section 5311 Grant Audit, second by Member Wormley. **With a voice vote of four ayes, the motion carried by a vote of 4- 0.**

K.*MOTION (Forward to CB): Approval of Kendall Area Transit FY22 Coronavirus Aid, Relief, and Economic Security Act (CARES) Grant Audit.

Member Wormley made a motion to forward to County Board Meeting under the Consent Agenda the Approval of Kendall Area Transit FY22 Coronavirus Aid, Relief, and Economic Security Act (CARES) Grant Audit, second by Member Kellogg. **With a voice vote of four ayes, the motion carried by a vote of 4-0.**

L.*Discussion: Opioid Settlement Status 1Q 2022 Filing

Scott Koeppel informed the members that Kendall County received approximately \$82,000 from the settlement, quarterly reporting is mandated and must be in its own fund. Discussion at future Finance Committee meetings on how best to allocate those funds. The Opioid Settlement Fund quarterly financial report can be found on page 22 of the packet.

Old Committee Business – none

Chairman’s Report – none

Public Comment – none

Executive Session – none

Items for the Committee of the Whole Meeting –

- Discussion and funding request from CASA for Guardian ad Litem (GAL) Position

Action Items for County Board-

- Claims from Finance and Budget Jan 26th, 2023, Meeting approved by committee.
- Approval of the Purchase of a Generac Light Tower with Generator in an Amount not to exceed \$14,500 using American Rescue Plan Act Funds.
- Approval of FY23 Tuberculosis Budget Revision.
- Approval of Kendall Area Transit FY22 IL Downstate Operating Assistance (DOAP) Grant Audit under consent agenda.
- Approval of Kendall Area Transit FY22 Section 5311 Grant Audit under consent agenda.
- Approval of Kendall Area Transit FY22 Coronavirus Aid, Relief, and Economic Security Act (CARES) Grant Audit under consent agenda.

Adjournment – Member Wormley made a motion to adjourn, second by Member Kellogg. **With four members present in agreement; the meeting was adjourned at 6:18 p.m.**

Respectfully submitted,
Sally A. Seeger,
Administrative Assistant