

**COUNTY OF KENDALL, ILLINOIS**  
**BUDGET & FINANCE COMMITTEE**  
**Meeting Minutes for Thursday, April 27, 2023**

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**Call to Order** – Committee Chair Scott Gengler called the Budget and Finance Committee to order 4:02 p.m.

**Roll Call**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Scott Gengler (Chair)	Here		
Brian DeBolt		4:24 PM	
Matt Kellogg	Absent		
Seth Wormley	Here		
Jason Peterson	Here		

**Others Present** – Jennifer Breault, Leslie Johnson

**Approval of Agenda** – Member Wormley made a motion to approve the agenda, second by Member Peterson. **With three (3) members present voting aye, the motion carried by a vote of 3-0.**

**Approval of Claims** – Member Peterson made a motion to approve the claims, second by Member Wormley. **With three (3) members present voting aye, the motion carried by a vote of 3-0.**

**Committee Reports and Updates** – None

**New Committee Business -**

**A.\*MOTION VV:** Request for monthly report from payroll for all headcount changes, job title changes, and pay rate changes.

Director of Human Resources Leslie Johnson explained that a request was made at the last HR & Insurance committee meeting to generate this report to provide internal control of budget and finance for all departments that use the County’s payroll system. The Treasurer’s office will provide a report to this committee once a month, starting in May 2023.

Member Wormley made a motion to approve a request for monthly report from payroll for all headcount changes, job title changes, and pay rate changes, second by Member Peterson. **With members three (3) present voting aye, the motion carried by a vote of 3 -0.**

**B.\*MOTION VV:** Approval of County credit card for Leslie Johnson, Human Resources Director, \$5,000 limit.

Member Peterson made a motion to approve County credit card for Leslie Johnson, Human Resources Director, \$5,000 limit, second by Member Wormley. **With three (3) members present voting aye, the motion carried by a vote of 3-0.**

**C. \*MOTION (Fwd to CB) VV:** Review, Discussion and Approval of Senior Tax Levy Recommendation for Senior Levy Applications

The Senior Levy applications were presented and then discussed at the last Finance and Budget committee meeting. Chair Gengler explained the committee's reasoning for the final distribution of funds to the organizations. The Senior Tax Levy request history was provided to the members and the timeline for distribution of the funds.

Member Peterson made a motion to forward to County Board the Senior Tax Levy Recommendations, second by Member Wormley. **With three (3) members present voting aye, the motion carried by a vote of 3 -0.**

**D. Discussion:** Opioid Settlement Status 1Q 2023 Filing

Budget and Finance Analyst Jennifer Breault provided the quarterly financial report in the packet. The quarterly reporting was \$159,925.80.

**E. Discussion:** Opioid Fund Applications

The various applications were provided in the packet (pgs. 5-44) that Budget and Finance Analyst Jennifer Breault has received from Kendall County departments. Discussion ensued on the various amounts requested and the breakdown of where these funds would be used. Total balance in the fund is \$242,079.87, a breakdown was provided by Jennifer, for 75%, 50%, 25% of the asking amounts by each department to the committee. If funds are allocated to the departments, they must use grant funds by the end of FY23. The recommendation by this committee is to give 75% of the ask and forward to the next Committee of the Whole for further discussion. A discussion regarding what type of training each department needs and if these trainings could be combined and coordinated by the HR department.

Member DeBolt made a motion to forward to Committee of the Whole the Opioid Fund allocation with 75% of the asking amount, second by Member Peterson. **With four (4) members present voting aye, the motion carried by a vote of 4 -0.**

**F. Discussion:** ARPA Treasury Reporting Status 1Q 2023 Filing

Jennifer Breault gave a brief description of the ARPA Treasury Reporting Status provided in the packet on page 45. The total spent is \$9.9M, as of March 31, 2023. The remaining funds still need to be allocated by 2024 and spent by 2026.

**G. Discussion:** ARPA FY23-FY24

Discussion ensued regarding the organizations asking for funds and if their projects meet the criteria for use of ARPA funding. Committee members asked Jennifer Breault to reach out to several organizations to help them find qualifying projects and get their applications completed. The committee agreed to stop the extra COVID cleaning fee at the health department in the amount of \$900-990/per month. Jennifer to reach out to the Director to inform them of this decision.

**Old Committee Business** – None

**Public Comment** – None

**Executive Session** – None

**Items for Committee of the Whole**

- Opioid Fund Applications

**Action Items for the County Board**

- Approval of Claims
- Approval of distribution of grants funds from the Senior Levy

**Adjournment** – Member Peterson made a motion to adjourn the Budget and Finance Committee meeting, second by Member DeBolt. **With four (4) members present voting aye, the meeting was adjourned at 5:07 p.m. by a vote of 4-0.**

Respectfully submitted,

Sally A. Seeger  
Administrative Assistant and Recording Clerk