

**KENDALL COUNTY BOARD  
ADJOURNED SEPTEMBER MEETING  
May 16, 2023**

STATE OF ILLINOIS     )  
  ) SS  
COUNTY OF KENDALL    )

The Kendall County Board Meeting was held at the Kendall County Office Building, Rooms 209 & 210, in the City of Yorkville on Tuesday, May 16, 2023, at 9:00 a.m. The Clerk called the roll. Members present: Matt Kellogg, Zach Bachmann, Brian DeBolt, Scott Gengler, Dan Koukol, Jason Peterson, Ruben Rodriguez, Brooke Shanley and Seth Wormley. Member(s) absent: Elizabeth Flowers.

The Clerk reported to the Chairman that a quorum was present to conduct business.

**PLEDGE OF ALLEGIANCE**

Jorge Arciniega from the Kendall VAC led the Pledge of Allegiance.

**INVOCATION**

Ken Periman from the VFW Post gave the invocation.

**THE AGENDA**

Member Gengler moved to approve the agenda with the amendment of removing Item 9P. Member Shanley seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

**SPECIAL RECOGNITION**

**Citizen of the Year – Rob DeLong**

Member Koukol moved to approve the resolution honoring Rob DeLong. Member Gengler seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Resolution 23-32 is available in the Office of the County Clerk.

**Lowell W. Mathre**

Lowell W. Mathre was presented with the 2023 Kendall County Historic Preservation Commission Award for a Lifetime of Dedication to the Field of Historic Preservation.

**Stephenie Todd**

The family of Stephenie Todd was presented with the 2023 Kendall County Historic Preservation Commission Award for a Lifetime of Dedication to the Field of Historic Preservation.

**Military Appreciation Month**

Member Shanley moved to approve the resolution honoring Military Appreciation Month. Member DeBolt seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Resolution 23-33 is available in the Office of the County Clerk.

Member Gengler was excused from the meeting at 9:57am.

**PUBLIC COMMENT**

Margaret Sheehan spoke about elections.

Rick Brummel spoke about election equipment.

**CONSENT AGENDA**

Member Bachmann moved to approve the consent agenda of

A Approval of County Board Minutes from April 18, 2023

B. Standing Committee Minutes Approval

C. Approval of Claims in an amount not to exceed \$2,903,859.60

D. Approval of Petition 23-01 A Request from the Kendall County Planning, Building and Zoning Committee for the Involuntary Revocation of a Special Use Permit for a Specialty Gift Store Granted by Ordinance 2009-25 at 7275 Route 34, Oswego (PIN: 02-14-452-005) in Bristol Township; Property is Zoned R-3 with A Special Use Permit

E. Approval of Petition 23-05 A Request from the Kendall County Planning, Building and Zoning Committee for Text Amendments to Appendix 7 of the Kendall County Subdivision Control Ordinance by Removing Phone Numbers and Related Text Adjustments

F. Approval of Petition 23-06 A Request from the Kendall County Planning Building and Zoning Committee for Text Amendments to Appendix 7 of the Kendall County Subdivision Control Ordinance by Removing References to Specific Engineering Companies, Engineers, and Related Text Adjustments

G. Approval of Petition 23-07 A Request from the Kendall County Planning Building and Zoning Committee for Text Amendments to Appendix 9 A and Appendix 9 B of the Kendall County Subdivision Control Ordinance by Removing Dead Website Links and Related Text Adjustments

H. Approval of Petition 23-08 A Request from the Kendall County Planning Building and Zoning Committee for Text Amendments to Section 3:02 of the Kendall County Zoning Ordinance by Amending the Definitions of Brew Pub and Microbrewery

I. Approval of Petition 23-09 A Request from the Kendall County Planning Building and Zoning Committee for Text Amendments to Section 3:02 of the Kendall County Zoning Ordinance by Amending the Definitions of Tent

J. Approval of Petition 23-10 A Request from the Kendall County Planning Building and Zoning Committee for Text Amendments to Section 11:05 of the Kendall County Zoning Ordinance by Amending the Permitting Requirements of Occupied Recreational Trailers and Mobile Homes (Specifically Deleting the Reference to the Illinois Mobile Home Safety Act)

K. Approval of Petition 23-11 A Request from the Kendall County Planning Building and Zoning Committee for the Repealing of Ordinance 1998-10 and Text Amendments to Section 13:01 of the Kendall County Zoning Ordinance by Establishing Procedures to Close Inactive Zoning Related Petitions

L. Approval of Petition 23-13 A Request from the Kendall County Planning Building and Zoning Committee for Text Amendments to the Kendall County Zoning Ordinance by Amending Kendall County's Kennel Regulations

M. Approval of Annual Facility Inspection Report for NPDES Permit for Stormwater Discharges from Separate Storm Sewer Systems (MS4); Filing Fee of \$1,000 to be Paid from Planning, Building and Zoning Department's NPDES Permit Fee Line Item (11001902- 63670)

N. Revised Organizational Chart and Headcount for County Departments

O. Amendment No. 1 to Services Agreement between Meisrow Insurance Services, Inc. and Kendall County, Illinois effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$49,000

P. Fee Agreement between The Horton Group, Inc. and Kendall County, Illinois effective July 1, 2023 through June 30, 2024 in an amount not to exceed \$3,693/month with the option to extend for two additional years at 3% increase per year

Q. Exit Interview Form

R. Resolution Regarding Authorized Driver Procedures

S. Agreement between Kendall County and Mathewson Land Services in the amount of \$34,500 for right-of-way consulting services on the Galena Road – Cannonball Trail Intersection Improvement.

T. Approval of Kendall County Title VI Statement of Policy and Program Update

U. Approval of Authorization for Human Resources Department to purchase one license for LinkedIn Recruiter Lite subscription in an amount not to exceed \$1,678.88.

V. Approval of Water Supply Ordinance

W. Approve Resolution granting the Kendall County Circuit Clerk the authority to enter into agreements with JANO Technologies on behalf of Kendall County, Illinois.

Member DeBolt seconded the motion. Chairman Kellogg asked for a roll vote on the motion. All members present voting aye. **Motion carried.**

**C) COMBINED CLAIMS:** ADMIN \$80.00; ANML CNTRL WRDN \$2,824.91; CIR CT CLK \$1,218.88; CIR CRT JDG \$5,083.40; CMB CRT SRV \$28,794.14; CNTRCT SRVS ADT/PRTY \$16,511.81; CORONR \$1,615.17; CORR \$33,580.79; CNTY ADMIN \$153,832.84; CNTY BRD \$1,501,595.72; CNTY CLK \$816.93; HIGHWY \$401,587.75; CNTY TRSR \$3,120.17; ELECTION \$13,995.41; EMA DIR \$37.98; EMA \$1,425.40; FCLT MGMT \$54,335.92; GIS COORD \$9,235.92; HLTH & HMN SRV \$205,186.49; JURY \$305.96; MRT COMM \$1,523.00; PBZ PLNNR \$2,435.00; PBZ \$8,049.27; PRSD JDGE \$5,287.00; PROB SPVSR \$9,735.31; ROE \$7,434.17; SHRF \$62,497.68; ST ATTY \$3,230.81; TECH \$10,265.15; TRSR \$21.59; UTIL \$34,679.04; VET \$1,555.42; FP \$22,741.13; SHF \$19,476.63; SHF \$59,742.81; SHF \$220,000.00

**D)** A complete copy of Ordinance 23-13 is available in the Office of the County Clerk.

**E)** A complete copy of Ordinance 23-14 is available in the Office of the County Clerk.

**F)** A complete copy of Ordinance 23-15 is available in the Office of the County Clerk.

**G)** A complete copy of Ordinance 23-16 is available in the Office of the County Clerk.

- H) A complete copy of Ordinance 23-17 is available in the Office of the County Clerk.
- I) A complete copy of Ordinance 23-18 is available in the Office of the County Clerk.
- J) A complete copy of Ordinance 23-19 is available in the Office of the County Clerk.
- K) A complete copy of Ordinance 23-20 is available in the Office of the County Clerk.
- L) A complete copy of Ordinance 23-21 is available in the Office of the County Clerk.
- O) A complete copy of IGAM 23-19 is available in the Office of the County Clerk.
- R) A complete copy of Resolution 23-34 is available in the Office of the County Clerk.
- S) A complete copy of IGAM 23-20 is available in the Office of the County Clerk.
- V) A complete copy of Ordinance 23-22 is available in the Office of the County Clerk.
- W) A complete copy of Resolution 23-35 is available in the Office of the County Clerk.

**NEW BUSINESS**

**Mack & Associates**

Fiscal Year 2021 – 22 Audited Financial Statements

Member Koukol moved to approve the Fiscal Year 2021-22 Audited Financial Statement. Member Rodriguez seconded the motion. Chairman DeBolt asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

**Recording Fee Schedule**

Member Wormley moved to approve the ordinance to amend the County Recording Fee Schedule for the state increase to the Rental Housing Support Program Surcharge. Member Rodriguez seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. Members voting aye included Bachmann, DeBolt, Kellogg, Rodriguez, Shanley and Wormley. Members voting nay include Koukol. Member Peterson voting present. **Motion carried 6-1-1.**

A complete copy of Ordinance 23-23 is available in the Office of the County Clerk.

**ELECTED OFFICIAL & OTHER DEPARTMENT REPORTS**

**Sheriff**

Under Sheriff Richardson reviewed the report in the packet and spoke about the COP on the roof event, new vehicles and position openings.

**County Clerk & Recorder**

Revenue Report		4/1/23-4/30/23	4/1/22-4/30/22	4/1/21-4/30/21
Line Item	Fund			Revenue
CLKFEE	County Clerk Fees	\$467.50	\$821.50	\$1,337.00
MARFEE	County Clerk Fees - Marriage License	\$1,020.00	\$1,140.00	\$1,560.00
CIVFEE	County Clerk Fees - Civil Union	\$30.00	\$0.00	\$0.00
ASSUME	County Clerk Fees - Assumed Name	\$35.00	\$45.00	\$50.00
CRTCOP	County Clerk Fees - Certified Copy	\$1,500.00	\$1,200.00	\$1,884.00
NOTARY	County Clerk Fees - Notary	\$0.00	\$310.00	\$380.00
MISINC	County Clerk Fees - Misc	\$51.02	\$52.02	\$225.58
	County Clerk Fees - Misc Total	\$3,103.52	\$3,568.52	\$5,436.58
RECFEE	County Clerk Fees - Recording	\$17,271.00	\$29,115.00	\$45,345.00

	Total County Clerk Fees	\$20,374.52	\$32,683.52	\$50,781.58
CTYREV	County Revenue	\$37,036.50	\$57,681.25	\$55,540.00
DCSTOR	Doc Storage	\$9,929.50	\$17,087.50	\$26,708.00
GISMAP	GIS Mapping	\$31,506.00	\$54,186.00	\$84,570.00
GISRCD	GIS Recording	\$2,100.00	\$3,612.00	\$5,638.00
INTRST	Interest	\$108.60	\$29.76	\$37.17
RECMIS	Recorder's Misc	\$855.50	\$633.00	\$7,314.25
RHSP	RHSP/Housing Surcharge	\$8,415.00	\$14,787.00	\$24,066.00
TAXCRT	Tax Certificate Fee	\$1,200.00	\$1,520.00	\$1,760.00
TAXFEE	Tax Sale Fees	\$0.00	\$148.00	\$100.00
PSTFEE	Postage Fees	\$0.00	\$0.00	\$70.20
CK #				
19666	To KC Treasurer	\$111,525.62	\$182,368.03	\$256,585.20

**Treasurer**

Office of Jill Ferko							
Kendall County Treasurer & Collector							
111 W. Fox Street Yorkville, IL 60560							
<b>Kendall County General Fund</b>							
QUICK ANALYSIS OF MAJOR REVENUES AND TOTAL EXPENDITURES							
FOR FOUR MONTHS ENDED 03/31/2023							
			Annual	2023 YTD	2023 YTD%	2022 YTD	2022 YTD
<b>REVENUES*</b>			<u>Budget</u>	<u>Actual</u>	<u>%</u>	<u>Actual</u>	<u>%</u>
Personal Property Repl. Tax		\$915,000		\$291,442	31.85%	\$309,978	66.66%
State Income Tax		\$3,158,685		\$979,467	31.01%	\$970,883	37.71%
Local Use Tax		\$760,000		\$214,019	28.16%	\$208,012	21.90%
State Sales Tax		\$650,000		\$186,300	28.66%	\$156,069	26.77%
County Clerk Fees		\$350,000		\$83,681	23.91%	\$111,599	31.89%
Circuit Clerk Fees		\$1,050,000		\$322,754	30.74%	\$278,496	22.28%
Fines & Foreits/St Atty.		\$250,000		\$90,880	36.35%	\$64,844	23.58%
Building and Zoning		\$80,000		\$14,651	18.31%	\$37,509	50.01%
Interest Income		\$75,000		\$293,460	391.28%	\$10,990	27.48%

Health Insurance - Empl. Ded.	\$1,488,365	\$436,767	29.35%	\$408,842	25.74%
1/4 Cent Sales Tax	\$3,228,750	\$834,584	25.85%	\$791,871	24.53%
County Real Estate Transf Tax	\$450,000	\$111,760	24.84%	\$158,431	35.21%
Federal Inmate Revenue	\$584,000	\$122,960	21.05%	\$477,200	25.14%
Sheriff Fees	\$113,663	\$35,460	31.20%	\$31,887	27.73%
<b>TOTALS</b>	<b>\$13,153,463</b>	<b>\$4,018,185</b>	<b>30.55%</b>	<b>\$4,016,610</b>	<b>29.02%</b>
<b>Public Safety Sales Tax</b>	<b>\$7,500,000</b>	<b>\$1,599,460</b>	<b>21.33%</b>	<b>\$1,525,328</b>	<b>27.67%</b>
<b>Transportation Sales Tax</b>	<b>\$7,500,000</b>	<b>\$1,599,460</b>	<b>21.33%</b>	<b>\$1,525,328</b>	<b>25.42%</b>
<b>**All Accruals have been completed at this time. So these figures are where we currently stand for FY2023</b>					
*Includes major revenue line items excluding real estate taxes which are					
to be collected later.	To be on Budget after 4 months the revenue and expense should at 33.32%				

Treasurer, Jill Ferko stated that the tax collection is going well.

**Coroner**

Coroner Jacquie Purcell presented the monthly report.

**Health Department**

Kathy Catenacci spoke about mental health.

**Supervisor of Assessments**

Supervisor of Assessment, Andy Nicoletti spoke about Farmland review there is a \$46.87 increase per acre.

**EMA**

Roger Bonuchi stated that they brought the bus to the event at Starved Rock, and they performed a tornado drill.

Member Gengler returned to the meeting at 10:54am.

**STANDING COMMITTEE REPORTS**

**Human Resources/Insurance**

**Benefits Policy**

Member Peterson moved to approve the Amendment to Insurance Benefits Policy set forth in Section 7.7 of the Kendall County Employee Handbook. Member Bachmann seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried**

**County Administrator Job Description**

Member Peterson moved to approve the revised County Administrator job description. Member DeBolt seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried**

#### **Planning, Building & Zoning Department Director Job Description**

Member Bachmann moved to approve the Planning, Building & Zoning Department Director job description. Member Peterson seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried**

#### **Administrative Services Department Intern Job Description**

Member Kellogg moved to approve the Administrative Services Department Intern job description. Member Bachmann seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried**

#### **Human Resources Department Intern Job Description**

Member Peterson moved to approve the Human Resources Department Intern job description. Member DeBolt seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried**

#### **Economic Development Coordinator Job Description**

Member Peterson moved to approve the revised Economic Development Coordinator job description. Member Bachmann seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried**

#### **Planning, Building & Zoning Department Office Assistant (Part-time) Job Description**

Member DeBolt moved to approve the revised Planning, Building & Zoning Department Office Assistant (Part-time) job description. Member Bachmann seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried**

#### **Planning, Building and Zoning Department Code Official (Full-time) Job Description**

Member Wormley moved to approve the revised Planning, Building & Zoning Department Code Official (Full-time) job description. Member Peterson seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried**

#### **Planning, Building and Zoning Department Code Official (Part-time) Job Description**

Member DeBolt moved to approve the revised Planning, Building & Zoning Department Code Official (Part-time) job description. Member Wormley seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried**

#### **Planning, Building and Zoning**

##### **Petition 23-12**

Member Shanley moved to approve Petition 23-12 A Request from the Kendall County Planning Building and Zoning Committee for Text Amendments to the Kendall County Zoning Ordinance by Amending Kendall County's Zoning Regulations Pertaining to Commercial Solar Energy Facilities, Commercial Wind Energy Facilities, Test Solar Energy Facilities, Test Wind Towers, Small Wind Energy Systems, Private Solar Energy Systems, Commercial Wind Farms, Solar Gardens, and Solar Farms. Member Rodriguez seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Ordinance 23-24 is available in the Office of the County Clerk.

##### **Petition 23-19**

Member Shanley moved to approve Petition 23-19 A Request from Brent A. Stary and Tracy A. Stary on Behalf of MCB52, Inc. (Property Owner) and Roman Correa on Behalf of R&S Landscaping and Nursery, Inc. (Tenant) for a Special Use Permit for a Landscaping Business, Including Outdoor Storage, Variance to Section 4:05.B and Section 11:02.F.7 of the Kendall County Zoning Ordinance Allowing Parking and Loading No Closer Than Twenty-Five Feet from the Right-of-Way Line of Route 126 and to Allow the Handicapped Accessible Parking Space No Closer than Sixty-Nine Feet of the Right-Of-Way Line of Route 126, Variance to Section 11:02.F.4 of the Kendall County Zoning Ordinance to Allow Parking Spaces at a

Depth of Eighteen Feet With a Two Foot Overhang, and a Variance to Section 4:09.A of the Kendall County Zoning Ordinance to Allow the Driveway Off of Grove Road to be less than Twenty Feet in Width Until Such Time as the Driveway is Replaced at 5022 Route 126, Yorkville (PINs: 06-18-200-011 and 06-18-200-013) in Na-Au-Say Township; Property is Zoned A-1 Agricultural. Member Rodriguez seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye except Koukol who voted present. **Motion carried 8-0-1.**

A complete copy of Ordinance 23-25 is available in the Office of the County Clerk.

#### **SPECIAL COMMITTEE REPORTS**

#### **VAC**

Tim Stubinger from the Veterans Commission spoke about the veteran assistance they provide and the dollar amount of assistance they have awarded.

#### **OTHER BUSINESS**

Chairman Kellogg advised the board of meeting date changes – June 20 now on June 27, July 4 cancelled and August 1 to August 2.

#### **CHAIRMAN'S REPORT**

Member Koukol moved to approve the appointment(s). Member Gengler seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

#### **Appointments**

Jason Bragg (Alternate) KenCom Executive Board (Oswego Fire District)

#### **QUESTIONS FROM THE PRESS**

Ethan Krueger from WSPY asked if Petition 23-19 is a new special use.

#### **ADJOURNMENT**

Member Peterson moved to adjourn the County Board Meeting until the next scheduled meeting. Member DeBolt seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

Approved and submitted this 18th day of May 2023.

Respectfully submitted by,

Debbie Gillette

Kendall County Clerk