

**KENDALL COUNTY BOARD  
REGULAR JUNE MEETING  
June 27, 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, June 27, 2023, at 9:03 a.m. The Clerk called the roll. Members present: Matt Kellogg, Brian DeBolt, Scott Gengler, Dan Koukol, Jason Peterson, Ruben Rodriguez, Brooke Shanley and Seth Wormley. Member(s) absent: Elizabeth Flowers and Zach Bachmann.

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

**PLEDGE OF ALLEGIANCE**

Members of the Law Enforcement Youth Academy led the Pledge of Allegiance.

**INVOCATION**

Jordan Gash from Restore Church gave the invocation.

**THE AGENDA**

Member DeBolt moved to approve the agenda. Member Rodriguez seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. Motion carried.

**SPECIAL RECOGNITION**

**Juvenile Justice Council Scholarship Winners**

Jack Anderson and Amanda Catey were awarded scholarships.

**Pretrial, Probation and Parole Supervision Week**

Member Koukol moved to approve the Proclamation Designating July 16<sup>th</sup> – 22<sup>nd</sup>, 2023 as Pretrial, Probation and Parole Supervision Week. Member Peterson seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. Motion carried.

A complete copy of IGAM 23-21 is available in the Office of the County Clerk.

**Employee Service Awards**

County employees received service awards for 5, 10, 15, 20, 25, and 35 years of service.

**PUBLIC COMMENT**

Amanda Buchanan spoke about Animal Control.

Deborah Peterson spoke about Animal Control.

Todd Milliron spoke about Insurance laws and the court case he has on Thursday.

Scott Pugsley spoke about the Oswego Fire Department.

Margaret Sheehan spoke about elections.

Laura Campos spoke about chickens.

Lori Darcy spoke about chickens.

Rebecca Wincheck spoke about chickens.

Cindy Ebra spoke about chickens.

Amy Hunti spoke about a dog attack.

## CONSENT AGENDA

Member DeBolt moved to approve the consent agenda of

A. Approval of County Board Minutes from May 2, 2023, and May 16, 2023

B. Standing Committee Minutes Approval

C. Approval of Claims in an amount not to exceed \$1,602,486.36 and \$3,483,351.33

D. Approval of template IGA for GIS Shared Services

E. Approval of grant agreement no 322416 between Illinois Criminal Justice Information Authority and Kendall County

F. Approval of a 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

G. Approve Criminal History Record Information (CHRI) Proper Access, Use and Dissemination Procedures (New Section 9.5 in Kendall County Employee Handbook)

H. Approve Generative Artificial Intelligence (AI) Chatbot Usage Policy (New Section 9.6 in Kendall County Employee Handbook)

I. Approve Kendall County Mileage Reimbursement Form

J. Approve Separation of Employment/Final Paycheck Form

K. Approve Personnel Records Review Request Form

L. Approve GIS Intern Job Description

M. Approve GIS/Cadastral Technician (Part time) Job Description

N. Approve Identification Badge Policy (New Section 5.11 in the Kendall County Employee Handbook)

O. Approve Safe Driving Policy Amendment to Section 5.7 of the Kendall County Employee Handbook

P. Approve the Reaccreditation Contract with American Correctional Association for \$10,000

Q. Approval of Replacement of HVAC Equipment at the Historic Courthouse by Helm Service via the Equalis Group public sector purchasing cooperative. Master Agreement #R10-1132B not to exceed \$271,500

R. Approval of Renewal Contract for NearMap

S. Approval of Petition 23-22, a Request from the Kendall County Planning, Building and Zoning Director for Text Amendments to Section 8:07.1.B of the Kendall County Zoning Ordinance Correcting the Scrivener's Error in Ordinance 2023-24 Pertaining to Bed and Breakfast Establishments in the R-3 Zoning District

T. Approval of an Intergovernmental Agreement between the Village of Plattville and the County of Kendall to Administer the County's Ordinances for Zoning, Building Code, Subdivision Control, and Stormwater Management within the Jurisdiction of the Village of Plattville for a Term of One (1) Year in the Amount of \$1.00 Plus Associated Costs Paid by the Village Plattville to the County of Kendall

U. Approval of amended agreement for disbursement and use of Kendall County American Rescue Plan Act Funds with Kendall County 211

V. Approval of an Intergovernmental Agreement for Kendall County Transportation Alternatives Program ("KC-TAP") funding grant to the Oswegoland Park District for installation of a crosswalk along the Fox River Trail (2023)

W. Approval of an Intergovernmental Agreement for Kendall County Transportation Alternatives Program ("KC-TAP") funding grant to the Village of Montgomery for installation of a path south of U.S. Route 30 (2023)

X. Approval of 2024 Kendall County Holiday Calendar

Y. Approval of FY23 Budget – Human Resources Department

Z. Approval of setting the salary for the Kendall County State's Attorney in the amount of \$197,436.44 effective 7/1/2023

AA. Approval of setting the salary for the Kendall County Public Defender in the amount of \$177,692.80 effective 7/1/2023

BB. Approval of setting the salary for the Kendall County Sheriff in the amount of \$157,949.15 effective 7/1/2023

CC. Approval of Builders Risk Insurance, Project Term June 15, 2023 to June 15, 2024 for premium cost \$8,089.00

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

**C) COMBINED CLAIMS:** ADMIN \$2,050.20; ANML CNTRL WRDN \$2,204.77; CIR CT CLK \$92,229.47; CIR CRT JDG \$2,917.27; CMB CRT SRV \$320.83; CORONR \$2,644.67; CORR \$9,146.15; CNTY BRD \$617,556.63; CNTY CLK \$390.91; HIGHWAY \$210,345.86; CNTY TRSR \$19,405.35; EMA DIR \$9,173.18; EMA \$90.00; FCLT MGMT \$22,903.37; GIS COORD \$29,341.13; HLTH & HMN SRV \$176,325.61; JURY \$3,143.85; MRT COMM \$403.00; PBZ PLNNR \$1,337.50; PBZ \$311.40; PROB SPVSR \$1,424.79; PUB DFNDR \$1,136.36; SHRF \$16,762.19; ST ATTY \$9,695.00; TECH \$10,114.24; TRSR \$67.58; UTIL \$8,257.24; VET \$3,533.00; FP \$85,485.38; SHF \$13,765.66; SHF \$13,237.68; CIVIL \$236,766.09

**COMBINED CLAIMS:** ADMIN \$1,906.23; ANML CNTRL WRDN \$4,809.52; CIR CT CLK \$21,949.48; CIR CRT JDG \$259,062.44; CMB CRT SRV \$36,935.30; CORONR \$1,123.78; CORR \$129,483.10; CNTY ADMIN \$98,160.19; CNTY BRD \$169,555.91; CNTY CLK \$13,209.51; HIGHWAY \$1,114,684.97; CNTY TRSR \$3,133.67; ELECTION \$75.21; EMA DIR \$716.88; EMA \$267.42; FCLT MGMT \$34,739.18; FRMLAND RVW \$114.70; FP DRCTR \$2,190.00; GIS COORD \$3,269.10; HLTH & HMN SRV \$261,232.95; JURY \$8,358.10; PBZ PLNNR \$5,888.31; PBZ \$5,098.26; POSTG \$522.87; PRSDNG JUDGE \$10,346.37; PROB SPVSR \$17,881.06; PUB DFNDR \$619.20; ROE \$6,920.58 SHRF \$93,616.79; ST ATTY \$4,948.99; TECH \$42,947.22; TRSR \$39.47; UTIL \$38,642.68; VET \$3,165.26; FP \$285,565.50; SHF \$31,701.50; SHF \$21,632.87; \$48,197.72; CIVIL \$503,400.00; CIVIL \$197,239.04

- F) A complete copy of IGAM 23-22 is available in the Office of the County Clerk.
- P) A complete copy of IGAM 23-26 is available in the Office of the County Clerk.
- S) A complete copy of Ordinance 23-26 is available in the Office of the County Clerk.
- T) A complete copy of IGAM 23-23 is available in the Office of the County Clerk.
- V) A complete copy of IGAM 23-24 is available in the Office of the County Clerk.
- W) A complete copy of IGAM 23-35 is available in the Office of the County Clerk.

**ELECTED OFFICIAL & OTHER DEPARTMENT REPORTS**

**Sheriff**

Under Sheriff Richardson spoke about the Youth Academy, US Marshall Agreement and the power outage at KenCom.

**County Clerk & Recorder**

Revenue Report		5/1/23-5/31/23	5/1/22-5/31/22	5/1/21-5/31/21
Line Item	Fund	Revenue	Revenue	Revenue
CLKFEE	County Clerk Fees	\$589.50	\$749.50	\$1,202.00
MARFEE	County Clerk Fees - Marriage License	\$1,950.00	\$1,680.00	\$1,710.00
CIVFEE	County Clerk Fees - Civil Union	\$0.00	\$0.00	\$0.00
ASSUME	County Clerk Fees - Assumed Name	\$40.00	\$40.00	\$55.00
CRTCOP	County Clerk Fees - Certified Copy	\$1,530.00	\$2,100.00	\$1,670.00
NOTARY	County Clerk Fees - Notary	\$0.00	\$295.00	\$365.00
MISINC	County Clerk Fees - Misc	\$49.00	\$34.98	\$53.00
	County Clerk Fees - Misc Total	\$4,158.50	\$4,899.48	\$5,055.00
RECFEE	County Clerk Fees - Recording	\$20,942.00	\$26,513.00	\$40,923.00
	Total County Clerk Fees	\$25,100.50	\$31,412.48	\$45,978.00
CTYREV	County Revenue	\$47,122.75	\$51,104.75	\$44,625.00
DCSTOR	Doc Storage	\$12,154.50	\$15,509.50	\$23,999.00
GISMAP	GIS Mapping	\$38,550.00	\$49,200.00	\$75,990.00
GISRCD	GIS Recording	\$2,570.00	\$3,280.00	\$5,066.00
INTRST	Interest	\$102.19	\$30.65	\$39.40
RECMIS	Recorder's Misc	\$4,626.25	\$7,398.00	\$5,601.75
RHSP	RHSP/Housing Surcharge	\$10,611.00	\$13,491.00	\$21,636.00
TAXCRT	Tax Certificate Fee	\$1,320.00	\$1,160.00	\$1,200.00
TAXFEE	Tax Sale Fees	\$0.00	\$0.00	\$35.00
PSTFEE	Postage Fees	\$0.00	\$674.32	\$0.00
CK # 19689	To KC Treasurer	\$142,157.19	\$173,260.70	\$224,170.15

County Clerk, Debbie Gillette spoke about the voter purge and acquiring additional equipment for no cost to the County.

**Treasurer**

Treasurer, Jill Ferko stated that they will be doing a disbursement to the taxing districts.

Office of Jill Ferko  
 Kendall County Treasurer & Collector  
 111 W. Fox Street Yorkville, IL 60560

**Kendall County General Fund**

QUICK ANALYSIS OF MAJOR REVENUES AND TOTAL EXPENDITURES  
 FOR SIX MONTHS ENDED 05/31/2023

	Annual Budget	2023 YTD Actual	2023 YTD% %	2022 YTD Actual	2022 YTD %
<b>REVENUES*</b>					
Personal Property Repl. Tax	\$915,000	\$693,390	75.78%	\$795,975	171.18%
State Income Tax	\$3,158,685	\$1,953,010	61.83%	\$2,184,513	84.86%
Local Use Tax	\$760,000	\$371,619	48.90%	\$359,573	37.85%
State Sales Tax	\$650,000	\$318,826	49.05%	\$264,572	45.38%
County Clerk Fees	\$350,000	\$129,984	37.14%	\$180,861	51.67%
Circuit Clerk Fees	\$1,050,000	\$590,657	56.25%	\$528,702	42.30%
Fines & Foreits/St Atty.	\$250,000	\$187,919	75.17%	\$137,448	49.98%
Building and Zoning	\$80,000	\$42,318	52.90%	\$60,298	80.40%
Interest Income	\$75,000	\$559,798	746.40%	\$26,025	65.06%
Health Insurance - Empl. Ded.	\$1,488,365	\$635,247	42.68%	\$596,906	37.57%
1/4 Cent Sales Tax	\$3,228,750	\$1,456,061	45.10%	\$1,393,718	43.17%
County Real Estate Transf Tax	\$450,000	\$189,719	42.16%	\$268,457	59.66%
Federal Inmate Revenue	\$584,000	\$204,480	35.01%	\$772,320	40.69%
Sheriff Fees	\$113,663	\$55,705	49.01%	\$51,364	44.66%
<b>TOTALS</b>	<b>\$13,153,463</b>	<b>\$7,388,734</b>	<b>56.17%</b>	<b>\$7,620,733</b>	<b>55.05%</b>
<b>Public Safety Sales Tax</b>	<b>\$7,500,000</b>	<b>\$2,708,738</b>	<b>36.12%</b>	<b>\$2,705,349</b>	<b>49.08%</b>
<b>Transportation Sales Tax</b>	<b>\$7,500,000</b>	<b>\$2,708,738</b>	<b>36.12%</b>	<b>\$2,705,349</b>	<b>45.09%</b>

**\*\*All Accruals have been completed at this time. So these figures are where we currently stand for FY2023**

\*Includes major revenue line items excluding real estate taxes which are to be collected later. To be on Budget after 6 months the revenue and expense should at 50%

## Clerk of the Court

Circuit Court Clerk, Matt Prochaska presented the monthly report.

## State's Attorney

State's Attorney, Eric Weis stated that the case filings are up, case management to move cases along quickly. Evidence.com for a link to records.

## Coroner

Coroner Jacquie Purcell presented the monthly report and stated that the opioid review team is getting back together.

## STANDING COMMITTEE REPORTS

### Facilities

#### Bid Approval

Member DeBolt moved to approve the Phase 1 of the Fox Street Campus Expansion awarding the lowest responsive and responsible bidders as follows: • Bid Package #2 – General Trades = Lite Construction for a total bid of \$2,115,970.00 • Bid Package #3 – Excavation = Plainfield Excavating for a total bid of \$425,000.00 • Bid Package #4 – Building Concrete = Premium Concrete for a total bid of \$783,400.00 • Bid Package #5 – Asphalt & Site Concrete = Abbey Paving for a total bid of \$398,500.00 • Bid Package #6 – Masonry = Jimmy'z Masonry for a total bid of \$573,000.00 • Bid Package #7 – Roofing = Filotto Roofing for a total bid of \$123,000.00 • Bid Package #8 – Painting = Nedrow Painting for a total bid of \$48,700.00 • Bid Package #9 – Flooring = TSI Commercial Flooring for a total bid of \$255,385.00 • Bid Package #10 – Fire Protection = CL Doucette for a total bid of \$100,950.00 • Bid Package #11 – Plumbing = Omega Plumbing for a total bid of \$142,500.00 • Bid Package #12 – Mechanical = Premier Mechanical for a total bid of \$400,000.00 • Bid Package #13 – Electrical = CSN Electric for a total bid of \$942,008.00 • Bid Package #14 – Landscaping = Twin Oaks Landscaping for a total bid of \$84,700.00 • Bid Package #15 – Elevator = Otis Elevator for a total bid of \$92,693.00. Member Gengler seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried**

### Economic Development & Administration

#### Animal Control Standard Operating Procedures

Member Shanley moved to approve the Kendall County Animal Control Standard Operating Procedures. 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 & Zoning

#### Petition 23-17

Member DeBolt moved to approve Petition 23-17, a Request from the Kendall County Planning, Building and Zoning Committee for Text Amendments to the Kendall County Zoning Ordinance Pertaining to Chickens on Residentially Zoned Property. Member Koukol 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 23-27 is available in the Office of the County Clerk.

## SPECIAL COMMITTEE REPORTS

### Connect Kendall County Commission

Meagan Briganti stated that they will be meeting on Thursday to review the proposals received.

## LIAISON REPORTS

Member Shanley stated that the Board of Health Safety & Security Ad Hoc Committee has identified the issues and resolved the issues, so they are disbanding. Ms. Shanley also spoke about unintentional overdoses and the 708 Mental Health Grant.

## OTHER BUSINESS

Member Shanley spoke about public comment critiques, appointments, resolutions & proclamations, and the cancellation of meetings.

#### CHAIRMAN'S REPORT

##### Calypso Clean Energy

Member Gengler moved to approve the resolution supporting Calypso Clean Energy Manufacturing. Member Rodriguez seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye except Shanley who voted present. **Motion carried 7-0-1.**

A complete copy of Resolution 23-36 is available in the Office of the County.

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

#### Appointments

Jordan Gash – Board of Health (replacing Nanci Reiland) – Expires September 2025  
Richard Whitfield (replacing Matt Kellogg) – Farmland Review Committee  
Dr. Karin Gustafson-Williams – Board of Health – 3 year term – Expires June 2026

#### PUBLIC COMMENT

Todd Milliron spoke on the advocacy for transparency and bios for appointments.

#### QUESTIONS FROM THE PRESS

Ethan Krueger from WSPY asked about the power outage and the enforcement coming from Animal Control.

#### EXECUTIVE SESSION

Member Peterson made a motion to go into Executive Session for (11) litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting and (21) discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 . Member Gengler seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

#### ADJOURNMENT

Member Gengler 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 7th day of July 2023.

Respectfully submitted by,

Debbie Gillette

Kendall County Clerk