

**COUNTY OF KENDALL, ILLINOIS  
COMMITTEE OF THE WHOLE  
Thursday, June 15, 2023 at 4:00 PM  
Meeting Minutes**

**Call to Order and Pledge of Allegiance** - The meeting was called to order at 4:10 p.m. by County Board Chairman Matt Kellogg 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>
Matt Kellogg	here		
Scott Gengler	here		
Zach Bachmann	here		
Brian DeBolt	absent		
Elizabeth Flowers		4:15 p.m.	
Dan Koukol	here		
Jason Peterson	here		
Ruben Rodriguez	here		
Brooke Shanley		4:24 p.m.	
Seth Wormley	absent		

**With six (6) members present a quorum was established.**

**Staff Present:** Attorney Jim Webb, Latreese Caldwell, Leslie Johnson, Dan Polvere, RaeAnn VanGundy, Meagan Briganti, Jennifer Breault, Joshua Carlson, Aaron Rybski

**Others Present:** Ethan Kruger, WSPY News

**Approval of Agenda** – Motion made by Member Rodriguez, second by Member Bachmann.  
**With six (6) members present voting aye, the motion carried by a vote of 6 - 0.**

**Approval of Claims:** Motion by Member Gengler to forward Approval of Claims to County Board meeting on June 27, 2023, second by Member Peterson. Chairman Kellogg asked for a roll call.

<b>Attendee</b>	<b>Status</b>
Matt Kellogg	Yes
Scott Gengler	Yes
Zach Bachmann	Yes
Brian DeBolt	-----
Elizabeth Flowers	-----
Dan Koukol	Yes
Jason Peterson	Yes
Ruben Rodriguez	Yes
Brooke Shanley	-----
Seth Wormley	-----

**With six (6) members present voting aye, the motion carried by a vote of 6 - 0.**

**New Committee Business**

**A. Presentation/Demonstration:** Digital Food Inspection Program: A Collaboration between GIS and Environmental Health Departments.

GIS Developer Joshua Carlson and Director of Environmental Health Aaron Rybski presented to the board their collaborative project of digitizing the Environmental Health’s food inspection process. The rollout of this year-long project has already proven to be highly successful in both time and efficiency for the health department. The Environmental Health Department had been using an excel database previously and paper applications/inspections. The move to digital data has allowed the health sanitarians to ensure accuracy and eased the cumbersome burden for finding the legal citing of violation codes as this is now built into a database. This digitalization not only helps the department but the business owners as well as they receive their inspections in a pdf form that same day. The digitation of the process also allows for running reports with ease, track in real-time the inspections being run in the field, and track patterns of violations.

**B. DISCUSSION:** County Administrator Position

HR Director Leslie Johnson updated the committee on the County Administrator position. The position has been listed in various locations these include County websites, LinkedIn, Indeed, Handshake, social media, and multiple public administration departments at different college/universities. The application deadline for this position is June 23<sup>rd</sup> and as of June 15<sup>th</sup> the HR department has received six (6) applications. HR keeps all recruitment confidential.

**C. MOTION (Forward to CB) Approval of FY23 Budget - Human Resources Department**

HR Director Leslie Johnson discussed the Human Resources Department Budget for FY23 and directed the committee to page 1 of the packet. The board members asked HR Director to explain the line items that were included on the budget form.

Motion made by Member Peterson to forward the Approval of FY23 Human Resources Department Budget to the next County Board meeting on June 27<sup>th</sup>, 2023, second by Member Bachmann. Chairman Kellogg asked for a roll call vote.

**Roll Call Vote:**

<b>Attendee</b>	<b>Status</b>
Matt Kellogg	Yes
Scott Gengler	Yes
Zach Bachmann	Yes
Brian DeBolt	-----
Elizabeth Flowers	Yes
Dan Koukol	Yes
Jason Peterson	Yes
Ruben Rodriguez	Yes
Brooke Shanley	Yes
Seth Wormley	-----

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

**D. DISCUSSION: FY24 Budget Approval Calendar**

The Board discussed the FY24 Budget Approval Calendar located on page 2 of the packet. Tentatively on September 7 and 8<sup>th</sup>, the board will take part in budget hearings from around 8:30 a.m. until 1:30 p.m. The Board will approve the budget in early November and then levy hearings start later in November. This year, budget tablets and budget summaries will be available for board members during the budget approval process. Board members were all asked to check their calendars for their availability on September 7 and 8<sup>th</sup>.

**E. DISCUSSION: Connect Kendall County Commission**

Board member Zach Bachmann provided updates for the Connect Kendall County Commission (CKCC). The next CKCC meeting will take place on June 29<sup>th</sup> at 5:00 p.m., members will review the applications of the request for proposals (RFP's). The application closed for RFPs at noon on June 14<sup>th</sup> and broadband discussion will take place on June 29<sup>th</sup>.

**F. DISCUSSION: Kendall County Building Updates**

Director of Facilities Dan Polvere briefed the committee on Kendall County building updates and timeline located on page 3 of the packet. Dan answered questions regarding the Firehouse building and the Annex demolition.

**Old Committee Business - None**

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

**Public Comment – None**

**Questions from the Media – None**

**Chairman's Report –**

- All the Board members should have received UCCI registration from Sally Seeger and should get it back to Sally by Tuesday, June 20<sup>th</sup>.
- If any of the board members are interested, please RSVP Golf Event, we can take up to eight (8) members.
- We hosted the Mayors & Managers meeting on June 14<sup>th</sup> which had 20-25 individuals attend along with Senator Sue Rezin. Solar discussion was prominent and found that there may be a need for a spin-off meeting later this summer, which Senator Rezin is interested in.
- Kendall County logo pins and challenge coins for special recognition.

**Review Board Action Items –**

The following to be added to the 6/27/23 CB Agenda under Consent Agenda:

- Approval of Claims
- Approval of FY23 Budget - Human Resources Department

**Executive Session** – Member Gengler made motion, second by Member Peterson 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. Chairman Kellogg called for roll call.

**Roll Call Vote:**

<b>Attendee</b>	<b>Status</b>
Matt Kellogg	Yes
Scott Gengler	Yes
Zach Bachmann	Yes
Brian DeBolt	-----
Elizabeth Flowers	Yes
Dan Koukol	Yes
Jason Peterson	Yes
Ruben Rodriguez	Yes
Brooke Shanley	Yes
Seth Wormley	-----

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

**Adjournment** – Member Flowers made a motion to adjourn the meeting, second by Member Peterson. Chairman Kellogg asked for a voice vote on the motion. **With 8 members present voting aye, the meeting adjourned at 5:30 p.m.**

Respectfully Submitted,

Sally A. Seeger  
 Recording Secretary  
 Administrative Assistant