

**COUNTY OF KENDALL, ILLINOIS**  
**FINANCE and BUDGET COMMITTEE**  
**Meeting Minutes for Thursday, June 29, 2023**

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**Call to Order** – Committee Chair Scott Gengler called the Budget and Finance Committee to order 4:01 p.m.

**Roll Call**

| <b>Attendee</b>       | <b>Status</b> | <b>Arrived</b> | <b>Left Meeting</b> |
|-----------------------|---------------|----------------|---------------------|
| Scott Gengler (Chair) | here          |                |                     |
| Brian DeBolt          | here          |                |                     |
| Matt Kellogg          | here          |                |                     |
| Seth Wormley          | here          |                |                     |
| Jason Peterson        |               | 4:02 p.m.      |                     |

**With four (4) members present a quorum was established.**

**Staff Present** – Latreese Caldwell, Jennifer Breault, Leslie Johnson, Jill Ferko, Bobby Richardson

**Others Present** – Joseph Slivka Sr., Paul Pope, Mike Rennels, Larry Nelson, Rebecca Morphey

**Approval of Agenda** – Member DeBolt made a motion to approve the agenda, second by Member Wormley. **With four members present 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 Kellogg. **With five members present voting aye, the motion carried by a vote of 5-0.**

**Committee Reports and Updates** –

Treasurer Jill Ferko prepared the monthly personnel report (included in packet on page 3-5) at the request of this committee.

**New Committee Business**

**A.\*MOTION (fwd. to COB)** Increase Excess Liability Insurance Coverage with an Annualized Premium Increase in an Amount not to Exceed \$46,955

HR Director Leslie Johnson explained that this measure was forwarded from the HR & Insurance Committee. Currently Kendall County has excess liability insurance coverage in the amount of \$11 million dollars, she provided information in the packet (6-9). This would increase the excess liability insurance coverage to \$21 million dollars and the additional annual increase would be \$46,955. If approved, this additional increase would be prorated based on the effective date and would provide additional protection to the County.

Member Kellogg made a motion to forward to the next County Board Meeting the Increase Excess Liability Insurance Coverage with an Annualized Premium Increase in an Amount not to Exceed \$46,955, second by Member Peterson. **With five members present voting aye, the motion carried by a vote of 5-0.**

**B. MOTION (fwd. to COB)** Approval of purchase of a 2019 Ford F250 for the Sheriff's Office at the price of \$35,000

Undersheriff Bobby Richardson explained that this vehicle due to some unusual circumstances became available for the Sheriff's Department to purchase at a reduced price. The Sheriff's Office was preparing to add another administrative vehicle to their fleet and have it budgeted for next year. Approval would allow the Sheriff's Office to add an additional vehicle to the fleet immediately at a great price point.

Member DeBolt made a motion to forward to County Board the approval of purchase of a 2019 Ford F250 for the Sheriff's Office at the price of \$35,000, second by Member Kellogg. **With five members present voting aye, the motion carried by a vote of 5-0.**

**C. Discussion ARPA FY23-FY24**

**a. Connect Kendall County:** No presentation (included in packet on page 10).

**b. Lisbon Township:**

Lisbon Township Supervisor Joe Slivka Sr. presented to the committee regarding Lisbon's ARPA fund application and potential usage. Lisbon Township does not have a dedicated building for township equipment and documents. They are seeking additional funding to allow for renovation of a current building; projects include it to be handicap accessible, allow for storage of township documents, and be a safe place for polling. The total cost of the build-out of office area would be \$175,000 including contingency. Jennifer Breault stated that some of this could be covered under ARPA funds. The committee was in consensus that Joe should work with Jennifer to see what can be covered with ARPA first as if work is started or completed before ARPA funds are approved, Lisbon would not be able to be reimbursed.

**c. Village of Lisbon:**

President of the Village of Lisbon Board Paul Pope presented to the committee regarding Village of Lisbon's stormwater drainage infrastructure. The current system has been in use for seventy-five (75) years, the Village has problems with drainage during rain events that flood the downtown. The Village of Lisbon would install three berms and divert the water. The Village of Lisbon is seeking \$66,000 to help alleviate the problem.

**d. United City of Yorkville:** No presentation (included in packet on page 16).

**e. City of Plano:**

Mayor Mike Rennels presented to the committee regarding Plano's sewer lining project (included in packet on pages 16-19). The current cost is roughly \$3 million dollars if contingencies are included. The Village of Plano is seeking \$500,000 to help kick start this project and begin work on the most degraded sewer lines.

**f. Fox Valley Family YMCA:**

Member Brian DeBolt was asked to recuse himself from the discussion, as Member DeBolt is a member on the Fox Valley YMCA's Board. YMCA Treasurer Larry Nelson and YMCA Board President Rebecca Morphey presented to the committee regarding private well, septic unit, and storm water infrastructure for an additional building location on Galena Road by Cannonball Rd which sits on twenty-six (26) acres (included in packet on pages 20-49). The mission for the Fox Valley Family YMCA is to serve the community, current membership is around 5000 members + 300 employees roughly 60% live in Kendall County. With this new facility, their hope is to be able to double the membership and increase jobs. The Fox Valley Family YMCA is seeking \$369,956 to complete these shovel ready projects.

**g. City of Oswego:**

Matt Kellogg provided a flex list handout to the committee that was given to him by the Village President Ryan Kauffman. The Village of Oswego was previously given \$500,000 in ARPA funds.

**D. MOTION (VV)** Discussion and Approval of Budget Revision for the amount of \$45,100 to #1401 Building Fund for the replacement of Air Conditioning equipment for Kendall County's Main Server Room located in the Health & Human Services building.

Currently there is a cooling system in place, but it is not adequate. This would replace the current unit to allow for adequate cooling of the server room to avoid problems. The project proposal is included in the packet on pages 50-53.

Member DeBolt made a motion to Approve of Budget Revision for the amount of \$45,100 to #1401 Building Fund for the replacement of Air Conditioning equipment for Kendall County's Main Server Room located in the Health & Human Services building, second by Member Peterson. **With five members present voting aye, the motion carried by a vote of 5-0.**

**E. Discussion of FY23 Budget for County Website**

Jennifer Breault provided to the committee a truncated sample of the budget book created by Gravity Software. The committee was in consensus that this budget book is more user-friendly than previous software and would be easier for the Kendall County residents to understand when posted on the County website.

**F. MOTION (fwd. to COB)** Discussion and Approval of an Ordinance Approving a Budget Amendment for the Kendall County Fiscal Year 2022-23 Annual Budget and Appropriations

Latreese Caldwell explained that any excess funds over six (6) months fund balances will be moved into capital funds (included in packet on pages 54-63). Most of the journal entries are to increase the capital funds in addition to cleaning up the budget to account for the new HR department budget that was previously attached to the Administration budget.

Member Kellogg made a motion to forward to County Board the Approval of an Ordinance Approving a Budget Amendment for the Kendall County Fiscal Year 2022-23 Annual Budget and Appropriations, second by Member Peterson. **With five members present voting aye, the motion carried by a vote of 5-0.**

### **G. Discussion of FY24 Budget Calendar**

Jennifer Breault touched on the parameters that were established in June (included in packet on page 64). September 7<sup>th</sup> and 8<sup>th</sup> is when the budget hearings will be held. There will be two (2) to three (3) Committee of the Whole meetings following the hearings to bring down the budget deficit and then an approval of the levy to have the budget approved before December.

### **H. MOTION (VV)** Discussion and Approval of FY24 Budget Parameters and FY24 Capital Request

The Fund Expenditure Summary includes a 0%, 1%, 1.5%, and a 2% increase with the difference between the different percentages. In the past, there was a 0% to 1% guidance to the departments on this portion of their budget. Contracts overall are beyond the control of the departments along with utilities. The committee was in consensus for a 1% increase in expenditures less salaries (included in packet on page 65) and 2% in salary increases (included in packet on page 66).

Member DeBolt made a motion to Approve of FY24 Budget Parameters and FY24 Capital Request, with a 1% increase in expenditures less salaries and 2% in salary increases, second by Member Wormley. **With five members present voting aye, the motion carried by a vote of 5-0.**

### **I. MOTION (VV)** Discussion and approval of PCB Settlement Check usage

The committee discussed the polychlorinated biphenyl (PCB) settlement check usage on how the Health Department should use the funds (included in packet on page 70). The committee was in consensus to have the Health Department spend the settlement check on groundwater protection/abandoned well sealing media blitz.

Member DeBolt made a motion to Approve of PCB Settlement Check usage which recommends use on groundwater protection/abandoned well sealing blitz, second by Member Peterson. **With five members present voting aye, the motion carried by a vote of 5-0.**

**Old Committee Business** – None

**Public Comment** – None

**Executive Session- None**

**Items for Committee of the Whole - None**

**Action Items for the County Board**

The following to be added to the 7/18/23 County Board Agenda under Consent Agenda:

- Approval of Claims
- Increase Liability Insurance coverage with annualized premium increase not to exceed \$46,955
- Approval of purchase of a 2019 Ford F250 for Sheriff's office price of \$35,000
- Approval of an Ordinance Approving a Budget Amendment for the KC FY22-23 Annual Budget and Appropriations

**Adjournment** – Member Peterson made a motion to adjourn the Budget and Finance Committee meeting, second by Member Wormley. **With five members present voting aye; the meeting was adjourned at 5:30 p.m. by a vote of 5-0.**

Respectfully submitted,

Sally A. Seeger  
Administrative Assistant and Recording Clerk