

**COUNTY OF KENDALL, ILLINOIS**  
**ECONOMIC DEVELOPMENT/ ADMINISTRATION COMMITTEE**  
**Meeting Minutes for Wednesday July 19, 2023, at 5:30 p.m.**

**Call to Order** The Economic Development and Administration Committee meeting was called to order by Committee Chair Elizabeth Flowers at 5:31 p.m.

**Roll Call**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Elizabeth Flowers	Here		
Scott Gengler	Here		
Dan Koukol	Here		
Brooke Shanley	Here		
Seth Wormley	Here		

**Staff Present:** Latreese Caldwell, Taylor Cosgrove, Brianna Falk, Roger Bonuchi, Matt Asselmeier

**Approval of Agenda** – Member Koukol made a motion to approve the agenda, second by Member Gengler. **With five members voting aye, the motion was carried by a vote of 5-0.**

**Committee Reports and Updates**

**A. Animal Control Department Update –**

Animal Control (AC) Director Taylor Cosgrove briefed the committee on the AC department (included in packet on pages 2-8). The bite report provided now includes severity and outcome. She noted an uptick in owner surrenders. Community outreach projects continue; AC participated in the Fourth of July parade and will be running the *Clear the Shelters* event in August. Taylor directed the board to their packet to see the condition of the two vehicles owned by AC. The 2007 Dodge Caravan does have some mechanical issues with heat/air conditioning. Working on legal documents for rabies quarantine and forms are being drafted. A question was asked regarding bites if pet is not current on rabies vaccinations. There is a ten-day quarantine period required, once legal documents are finished, Animal Control will charge \$775.00 fee for keeping these dog/cats at the AC facility. An owner can still choose their own veterinarian clinic for the quarantine period, which may be more expensive. The AC financial reports will be provided to this committee next month.

**B. Emergency Management Agency Update –**

EMA Director Roger Bonuchi gave a brief update on the Emergency Management Agency (included in packet on page 9). EMA received an email from FEMA regarding their memorandum for agreement for IPAWS (Integrated Public Alert Warning System) had expired as it must be renewed every three years. This system is used by the Weather Service to set off a wireless alert on the phone/other devices. EMA uses it for any major disaster that comes up. IPAWS must be tested once a month. EMA hosted its first CERT session of three with the Sheriff’s Youth Academy.

### **C. Revolving Loan Status Update –**

Latreese Caldwell gave a brief update on the revolving loan status (included in packet on page 10). Kendall County has four outstanding loans of which three are currently up to date on payments. Latreese Caldwell will be reaching out to the SAO to see what next steps should be taken regarding the loan that is not current on payments.

### **New Committee Business**

#### **A. Consensus (VV) Review & Approval of TMF Plastics Revised Tax Abatement Agreement**

Director of PBZ Matt Asselmeier provided an update regarding the request from TMF Plastics for a revised tax abatement agreement (included in packet on page 14 and 16). The original tax abatement was never approved by all the taxing bodies. TMF Plastics reduced the number of employees they had from 114 to 104. TMF is requesting instead of adding ten jobs every year to do a minimum of five full-time jobs initially and have a total of 30 additional employees in the three years the tax abatement expires. If this is approved, this would be referred to the SAO for review then to the taxing bodies for approval.

Member Koukol made a motion to forward the TMF Plastics Revised Tax Abatement Agreement to State's Attorney's Office (SAO), second by Member Shanley. **With five members voting aye, the motion was carried by a vote of 5-0.**

#### **B. Discussion Community Development Block Grant (CDBG) – Coronavirus Business Resiliency Program**

Latreese Caldwell gave information regarding the Community Development Block Grant (CDBG) within the Coronavirus Business Resiliency Program (included in packet on pages 48-98). This program is run by the State of Illinois DCEO (Department of Commerce and Economic Opportunity). The funding availability application must be made through one local government acting as the Lead Local Government (LLG) for them in the county. All the projects awarded must tie back to the prevention/response of COVID-19 and all the grants must meet the low/moderate income for the benefiting businesses. The CDBG funds must not be used for any activity that will duplicate any benefits that are received. Given the income parameters only one small census tract would be eligible in Na-Au-Say township, which falls within the city of Joliet. Given the burdensome parameters of this loan program with little to no KC businesses that would meet eligibility requirements, the consensus of this committee is to check with City of Joliet or Oswego to see if they would take the lead on this program.

### **Old Committee Business – None**

### **Chairman's Report –**

PBZ Director Matt Asselmeier provided comments on the Economic Development Coordinator position which application closes July 28<sup>th</sup> and as of July 19<sup>th</sup> nine applications have been received. The part-time Administrative Assistant for PBZ has closed and received five applications, interviews are currently being conducted.

### **Public Comment – None**

**Questions for the Media-** None

**Executive Session** – None

**Items for the Committee of the Whole Meeting** – None

**Action Items for County Board** - None

**Items for the State’s Attorney’s Office (SAO)** –

- TMF Plastics Revised Tax Abatement Agreement

**Adjournment** – Member Shanley made a motion to adjourn, second by Member Gengler. **With five members present in agreement, the meeting was adjourned at 6:22 p.m.**

Respectfully submitted,  
Sally A. Seeger  
Administrative Assistant/Recording Secretary