

**COUNTY OF KENDALL, ILLINOIS**  
**FINANCE & BUDGET COMMITTEE**  
**Meeting Minutes for Thursday, July 27, 2023**

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**Call to Order** – Committee Chair Scott Gengler called the Finance & Budget Committee to order at 4:02 p.m.

**Roll Call**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Scott Gengler	Here		
Brian DeBolt	Here		
Matt Kellogg	Here		
Jason Peterson	Here		
Seth Wormley	Here		

**With five (5) members present a quorum was established.**

**Staff Present** – Latreese Caldwell, Jennifer Breault, Matt Kinsey, Jason Majer, Frank Gorup, Jacquie Purcell, Dan Polvere, and Luke Prisco

**Others Present**- Larry Nelson

**Approval of Agenda** – Member Peterson made a motion to amend the agenda to switch Item B under New Committee Business to position A, and then approve the agenda, second by Member Kellogg. **With five (5) members present voting aye, the motion carried by a vote of 5-0.**

**Approval of Claims** – Member DeBolt made a motion to forward the approval of the claims to the next County Board meeting, second by Member Peterson. **With five (5) members present voting aye, the motion carried by a vote of 5-0.**

**Committee Reports and Updates**

- a. **Personnel Reports** – Treasurer Jill Ferko prepared the monthly personnel report which is included in the packet on pages 3-5.

**New Committee Business**

**A. Motion** Funding for Public Safety Center UPS Replacement

KenCom Board Member Larry Nelson led the discussion regarding the need for funding for a new uninterruptible power supply (UPS) system. The current system was installed in 2003 in the Public Safety building, the company that installed is out of business and replacement parts are hard to find and maintain. Discussion centered on the benefits of updating to a new system including the newest technology, warranty, alarms/alerts if a power outage occurs. KenCom is working on getting bids that would cover the core UPS with batteries and all necessary work for the installation. The committee was in consensus that the funding could be a 50/50 split between KenCom and the county. An agreement will be drafted to be signed by the Chairman of KenCom Executive Board and Chairman of Kendall County Board, after the KenCom Executive Board meets later this week.

**B. \*MOTION(VV)** Funding for Coroner request for Ferno iNX powered cot

Coroner Jacquie Purcell discussed the purchase of the powered cot for the coroner's van. The funding will come out of the public safety capital improvements fund. Ms. Purcell was asked that Coroner's office to pay \$5000 towards cost and IPMG will reimburse the county \$10,000 after the purchase. Unfortunately, the Opioid funds cannot be used to pay for this purchase.

Member Wormley made a motion for the Funding for Coroner Request for Ferno iNX powered cot forwarded to the next County Board Meeting for approval under consent, second by Member DeBolt. **With five (5) members present voting aye, the motion carried 5-0.**

**C.DISCUSSION:** Use of Opioid Settlement Funds

The committee discussed the need for a case manager of the funds, possible suggestions include the social worker position through Sheriff's office or mental health worker in Health Department. These funds cannot be used for personnel salaries but may be used for training purposes, leave behind kits and awareness material in Spanish as well as English.

**D. DISCUSSION:** Opioid Settlement Status 2Q 2023 Filing

Jennifer Breault directed the committee to page 6-8 of the packet for the opioid settlement fund quarterly financial report.

**E. DISCUSSION:** ARPA Treasury Reporting Status 2Q 2023 Filing

Jennifer Breault directed the commit to page nine of the packet for the certification for 2<sup>nd</sup> quarter 2023 ARPA filing.

**F. DISCUSSION:** ARPA FY23-FY24

- a. Seward Township – Jim Martin and Tim O'Brien spoke to the committee regarding their application for ARPA funds in the amount of \$230,298 to help Seward Township with flooding issues. Work would include ditch and culvert work to mitigate and alleviate flooding caused by large rain events.
- b. Village of Oswego – Application can be found on page 13 of the packet; they are looking for \$3,544,000 for water main replacement for the Brookside Manor Subdivision.
- c. Lisbon Township – Jennifer Breault spoke to the committee about Lisbon Township's application and proposed scope of work. The application can be found on pages 15 -23 of the packet; they are looking for \$166,613 for HVAC System, septic and plumbing work for the township garage project.
- d. Village of Lisbon – Application can be found on page 24 of the packet; they are looking for \$66,000 in ARPA fund to continue storm water infrastructure project. The project's objective is to alleviate flooding within the Village limits upon heavy rainfall events. Scott Gengler to contact the Highway Department to be sure there is no overlap between the Village and Highway's responsibilities.

e. United City of Yorkville – Application can be found on page 27 of the packet; they are looking for \$500,000 to improve the water system in anticipation of the Lake Michigan transmission main.

f. City of Plano – Application can be found on page 29 of the packet; they are requesting \$500,000 to be used for sanitary sewer lining projects.

g. Fox Valley Family YMCA – Application can be found on page 31 of the packet; they are requesting \$369,956 for a private well, septic and storm water infrastructure for a new YMCA to be built.

h. Connect Kendall County Commission – Application can be found on page 33 of the packet; \$500,000 to be used for covering administrative costs associated with applying for and receiving grants to get broadband to unserved and underserved citizens as quickly as possible. Some discussion on whether to hire a project manager/administrator to oversee the project, as this may be a \$120M dollar project.

The consensus of the committee is to wait until all applications are sent in before they begin discussion of allocating the remaining ARPA funds. The application deadline is August 17, 2023.

#### **G. DISCUSSION:** FY24 Budget Calendar

Chair Gengler directed the committee to page 35 of the packet for the dates and deadlines for the FY24 budget cycle. Capital plan and operation budgets are due including salaries on August 8, 2023. Mr. Gengler asked that everyone plan accordingly for September 7 & 8<sup>th</sup> and mark their calendars. The start time for budget presentations will be 9:00 a.m. both days and end around 2:00 p.m.

#### **H. \*MOTION (fwd. to COB)** Increase Excess Liability Insurance Coverage with an Annualized Premium Increase in an Amount not to Exceed \$38,929

Latreese Caldwell explained that this premium increase would raise the excess liability amount to \$21M, the liability insurance was just increased to \$16M. The consensus of this committee is to keep the liability limit at \$16M. The committee will table this item for now.

#### **I. \*MOTION VV:** Approval of County credit card for Matt Asselmeier, PBZ Director, \$5,000 limit

Member Kellogg made a motion for the Approval of County credit card for Matt Asselmeier, PBZ Director, \$5,000 limit forwarded to the County Board Meeting for approval, second by Member Wormley. **With five (5) members present voting aye, the motion carried 5-0.**

#### **Old Committee Business** –

Member DeBolt made the committee aware that Premier Mechanical pulled their bid for phase one of the new building. They have agreed to pay the \$4,800 for the difference between the lowest bidder and the second lowest bidder. Jensen’s Plumbing & Heating will be awarded the contract. This item will be on the August 2, 2023 County Board for the full board approval.

#### **Public Comment** - None

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

**Items for the County Board**

- Approval of Claims
- iNX Powered Cot under consent agenda

**Executive Session** – None

**Adjournment** – Member Kellogg made a motion to adjourn the Finance and Budget Committee meeting, second by Member DeBolt. **With five (5) members present voting aye; the meeting was adjourned at 5:15 p.m. by a vote of 5-0.**

Respectfully submitted,

Sally A. Seeger  
Administrative Assistant and Recording Clerk