

**COUNTY OF KENDALL, ILLINOIS
FINANCE & BUDGET COMMITTEE
Meeting Minutes for Thursday, August 24, 2023**

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

Roll Call

Attendee	Status	Arrived	Left Meeting
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, Jacquie Purcell, Jill Ferko, Meagan Briganti, Bobby Richardson, RaeAnn VanGundy

Others Present- Joe Slivka, Larry Nelson

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

Approval of Claims – Member Kellogg made a motion to forward the approval of the claims to the next County Board meeting, second by Member DeBolt. **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 2-3. Committee members discussed the increases in salaries within the States Attorney’s office.

New Committee Business

A. MOTION (RC): FY23 Budget - Approval of 13 squad car purchases

Undersheriff Bobby Richardson directed the committee to pages 4-6 of packet for a memorandum which includes a cost analysis prepared by Commander Jason Langston. The purchase of the vehicles in FY23 instead of FY24 is a result of another police department that ordered the vehicles and then did not purchase. The purchase of these vehicles will result in cost savings as well as time-saving due to supply chain issues experienced in the past. These additional squads are available now and ready for immediate delivery. Additionally, vehicles will come with a 6-year 125,000-mile warranty.

Member DeBolt made a motion for Approval of 13 squad car purchases to be forwarded to the next County Board Meeting, second by Member Peterson. **With five (5) members present voting aye, the motion carried 5 -0.**

B. MOTION (RC): Approval of new PT Project Manager for Kendall County Broadband Project to be funded from ARPA

Deputy ICT Director Meagan Briganti briefed the committee on the need for a part-time Project Manager position to support the Kendall County broadband project. The job description can be found on pages 7-10 of the packet. Discussion centered around making this a contracted 1099 position instead of a Kendall County employee position. Clarification is also needed on this committees' role and authorization as a special committee and what requires County Board approval for them.

Member Kellogg made a motion to amend this position from a PT Project Manager position to a Contracted Service position second by Member Peterson. **With 5 members present voting aye, the motion carried 5 -0.**

Member Gengler made a motion to forward the Contracted Service position of the Kendall County Broadband project funded by ARPA to the States Attorney's Office to draft a contract for the Kendall County Broadband Project, second by Member DeBolt. **With 5 members present voting aye, the motion carried 5 -0.**

C. MOTION (RC): Approval of Request to approve the surveying and mounting of a plaque in Kendall County

Deputy ICT Director Meagan Briganti briefed the committee on this GIS project (pages 11-13 of packet). The center of Kendall County has been identified, and GIS would like to place a plaque on the geographic center similar to the one pictured on page 13 of the packet. All funding for this project will be out of the GIS Fund with no budget adjustments needed.

Member Kellogg made a motion to approve the request for surveying and mounting of a plaque in Kendall County, second by Member Wormley. **With 5 members present voting aye, the motion carried 5 -0.**

D. MOTION (RC): Approval of Request to add a fourth FT GIS position

Deputy ICT Director Meagan Briganti is asking the committee for approval to add an additional GIS position. They would like to hire their summer intern who will be graduating in December to this position. The GIS/Cadastral Technician job description (pages 14-16 of packet) was previously approved by HR for the part time intern position only change to the description is that it will be now full time. Their GIS fund can support this position with benefits. The hire date would be the start of FY24.

Member DeBolt made a motion for Approval of Request to add a fourth FT GIS position to be forwarded to the next County Board Meeting for approval under consent, second by Member Wormley. **With a voice vote of four (4) ayes, and one (1) nay, the motion carried 4-1.**

E. MOTION (RC): Approval of 3-year contract with Sentinel Technologies Inc. for \$162,822 in reference to the Managed SOC Capital Project ITB

Director of ICT Matt Kinsey briefed the committee on the need for a Managed Security Operations Center (SOC) (pages 17- 19 of packet). The Managed SOC serves as a dedicated and outsourced cybersecurity unit. It functions as a surveillance and defense hub, continuously monitoring and safeguarding the digital assets and infrastructure of the government. This contract has two additional options included; assist with disaster recovery and business continuity. The board would like Matt Kinsey to look into what it would cost for a 5-year contract to lock into the best rate. He is also working concurrently with KenCom and acting as an advisor for them.

Member DeBolt made a motion for Approval of 3-year contract with Sentinel Technologies Inc. for \$162,822 in reference to the Managed SOC Capital Project ITB to be forwarded to the County Board Meeting, second by Member Wormley. **With 5 members present voting aye, the motion carried 5 -0.**

F. MOTION (RC): Approval of budget for network equipment purchase for new Kendall County Clerk and new corner building in the amount of \$80,000 for FY23

Director of ICT Matt Kinsey discussed that the technology component for the new construction building was not included in the original engineering costs. Technology equipment was not included in the original budget for the building, and there is also a lead time for this equipment to be purchased. The need to establish this budget should prevent any delays with purchasing and installation of technological equipment.

Member Peterson made a motion for Approval of budget for network equipment purchase for new Kendall County Clerk and new corner building in the amount of \$80,000 for FY23 to be forwarded to the next County Board Meeting for approval, second by Member Wormley. **With 5 members present voting aye, the motion carried 5 -0.**

G. DISCUSSION: FY24 Budget Calendar

Interim County Administrator Latreese Caldwell briefed the committee on the progress for the FY24 budget (pages 20). Department heads and elected officials have been working with Latreese Caldwell and Jennifer Breault on their budgets, currently they are only waiting on one budget. They are preparing budget templates, and these will be presented on the tablets for the Budget Hearings in September.

H. DISCUSSION: FY24 Budget

Ms. Caldwell directed them to page 21 of the packet for the FY24 current general fund surplus/deficient amount without including capital expenditures. FY 24 Levy Calculations and requests are included on page 22 of the packet. They are still waiting for additional costs for IMRF, Social Security and Liability Insurance Fund.

On page 23 detailed calculations with a CPI with a potential increase of 5%. These are all the preliminary numbers and at the budget hearings the board members will be supplied with all salary increases, new positions requested, and a spreadsheet with line-item increases.

I. DISCUSSION: ARPA FY23-FY24

The committee discussed the applications received by the August 17, 2023 deadline, these included Village of Newark, Kendall County Fairgrounds, Seward Township, Village of Oswego, Lisbon Township, Village of Lisbon, United City of Yorkville, City of Plano, and Fox Valley Family YMCA (pages 24-43 of the packet). After discussion the tentative breakdown of the ARPA money that maybe allocated to these applicants are listed below:

United City of Yorkville	225,000
City of Plano	325,000
Lisbon Township	32,738
Village of Lisbon	45,000
City of Oswego	225,000
YMCA	94,956
Seward Township	32,639
Village of Newark	58,875
Kendall County Fairgrounds	29,345
Total	1,068,553

The committee would like staff to look into the new ARPA rule changes that were just rolled out this week and get some staff recommendations for other County projects that may qualify for these funds. The next steps will Jennifer Breault will contact the applicants for any follow-up questions and then work with the States Attorney's office to draft appropriate contracts.

Old Committee Business

A. DISCUSSION: Use of Opioid Settlement Funds

Director of Health Department RaeAnn VanGundy addressed the committee on the use of the Opioid Settlement Funds. She is asking the committee to reconsider the request for the opioid funds to pay for salaries. The reason she is asking is that her salaries are not paid out of the general fund, they come from grant-based funding only. It is a way to track the time spent by staff in that grant program and allocate funds appropriately. She has also suggested the establishment of a task force to include all departments eligible for opioid funds. The purpose of this collaboration is to improve communication between the departments and to do more and do better with the funds available.

Public Comment - None

Executive Session – None

Items for County of the Whole – None

Items for County Board

- Approval of Claims
- FY23 Budget - Approval of 13 squad car purchases
- Approval of Request to add a fourth FT GIS position
- Approval of 3-year contract with Sentinel Technologies Inc. for \$162,822 in reference to the Managed SOC Capital Project ITB

Items for the States Attorneys' Office

- Draft contract for Contracted Service position for Kendall County Broadband Project to be funded from ARPA

Adjournment – Member Wormley made a motion to adjourn the Finance and Budget Committee meeting, second by Member Peterson. **With 5 members present voting aye; the meeting was adjourned at 6:04 p.m. by a vote of 5-0.**

Respectfully submitted,

Sally A. Seeger
Administrative Assistant and Recording Clerk