

**COUNTY OF KENDALL, ILLINOIS
FINANCE AND BUDGET MEEETING
BUDGET HEARINGS
Friday, September 8, 2023 at 9:00 AM
Meeting Minutes**

Call to Order and Pledge of Allegiance - The meeting was called to order at 9:07 A.M. by Committee Chair Scott Gengler.

Roll Call

Roll Call			
Attendee	Status	Arrived	Left Meeting
Scott Gengler	Here		
Brian DeBolt	absent		
Matt Kellogg	Here		
Jason Peterson	Here		
Seth Wormley	Here		

Quorum established with four (4) members of the Finance & Budget committee present.

Staff Present: Jennifer Breault, Nancy Villa, Matt Asselmeier, Debbie Gillette, Eric Weis, Jason Majer, Alice Elliott, Judge Krentz, Jill Ferko, Matthew Prochaska, Taylor Cosgrove, Brianna Falk, Fran Klaas

Others Present: Brooke Shanley, Timothy Stubinger, Todd Milliron

Approval of Agenda – Member Peterson made a motion to approve the agenda, second by Member Wormley. **With four (4) members present voting aye, the motion carried by a vote of 4 -0.**

BUDGET PRESENTATIONS

- Director of Planning, Building and Zoning and Economic Development Matt Asselmeier presented the FY24 for both PBZ & EDC budget requests. His department’s capital request is for one truck and the Historic Structure Survey. Discussion ensued regarding county vehicles and the new EDC position.
- County Clerk and Recorder Debbie Gillette presented the FY24 County Clerk, Recorded and Elections budget requests. Conference line items are increasing as staff have the opportunity to attend election training next fiscal year.
- Director of Veterans Assistance Commission Timothy Stubinger presented the FY24 VAC budget requests. They added to their budget a line item for legal fees, this will be used to hire their own attorney and not use the State’s Attorney office. Their FY24 goals include helping veterans and their families receive the care they need through financial assistance, healthcare needs, burial benefits, expand outreach into the community, and enhance the transportation program. The FY24 ask is \$512,515.75.

Meeting paused for a short recess at 10:05 a.m. The meeting resumed at 10:15 a.m.

- Public Defender Jason Majer presented the FY24 Public Defender’s office budget requests. He explained that one of the larger increase in the budget is in the expert witness fees due to the increase in violent crimes, and the need for more expert evaluations for mental fitness. Budget increases for salaries and training opportunities for the staff, and an additional attorney when they lose the ARPA funding.

The projection is salaries will continue to increase, so they can compete with neighboring counties for top talent. Safe-T act also impacts the staff having to work on the weekends.

- State's Attorney Eric Weis presented the FY24 State's Attorneys budget requests. He explained to the committee that the budget increase is mainly in salaries and trying to retain his staff and recruit top talent. The State's Attorney is also asking for two new positions; one criminal attorney and one administrative position. The State's Attorney office will lose ARPA funds in FY24, and they will need to ask for three positions in FY25.
- Clerk of Circuit Court Matthew Prochaska presented the FY24 Circuit Courts budget requests. Circuit Clerk's budget request is additional staff to comply with the Safe-T act mandates. Three positions will be needed; one full-time Deputy Clerk, part-time office manager and a part-time appeals clerk. Salaries are up for union negotiations this FY24, and increases have not been included in the budget, as they are unknown at this point. Court fee revenues are anticipated to decrease due to changes in state mandates.
- Judge Stephen Krentz presented the FY24 Judicial offices budget requests. Petit Juror Per Diem costs and postage have increased due to the increase in the number of jury trials. He is requesting salary increases for his Court Administrator and Drug Court Coordinator.
- Director of Probation Court Services Alice Elliott presented the FY24 Probation Court Services budget requests. Changes to the budget for FY24 will be in contractual and commodities lime items for an approximate increase of 10%. Matt Kellogg asked Jennifer Breault to work on a budget amendment, so the committee can see the history. Probation staff did receive the 5% salary increase last fiscal year. Questions regarding some of the contractual charges and if some of their computer software could be centralized with our IT Department. Capital requests include shelving, updating desks and radios.
- Treasurer Jill Ferko presented the FY24 Treasurer's office budget requests. The treasurer's office did have one retirement this year, position is still vacant. The budget line item for postage has increased, it is required by statute to send out delinquent tax letters as certified mail.
- Director of Animal Control Taylor Cosgrove presented the FY24 Animal Control budget requests. Ms. Cosgrove is asking for a 2 % increase in staff salaries. Increases in the budget include fuel costs, microchips, and equipment. Capital requests for Animal Control include upgrading one of the vehicles, replacing the fence/gate on the south side of the building and epoxying the garage floor. Ms. Cosgrove will look into using a WEX business fuel card similar to how the Sheriff's department get their fuel at the suggestion of the committee.

Meeting paused for a short recess at 12:45 p.m. The meeting resumed at 1:00 p.m.

- Director of Highway Dept. Fran Klaas presented the FY24 Highway department's budget requests. Mr. Klaas explained that the Highway department has control over nine different funds. Two funds are funded by property taxes; county bridge fund and county highway fund. The levy has not changed in fifteen years, but this year proposing adding \$25,000 to the county bridge fund. The biggest change proposed is to eliminate capital expenditure (i.e., large dump trucks) out of the highway fund, move them into the sales tax fund. This will allow the Highway department to continue to upgrade equipment without using property taxes. Salary request is an increase of 4.6% overall in the department. Discussion ensued on projects that are in the five-year plan, including the Orchard Road bridge widening.

Public Comment – Todd Milliron, Yorkville presented his comments to the committee members.

Questions from the Media – None

Action Items for County Board - None

Executive Session – None

Overview - Budget and Levy Presentation: Scott Gengler thanked the committee for their time attending the budget hearings. He encouraged the committee to reach out to department heads and elected officials regarding any questions they have regarding their budgets and capital requests, and where costs can be cut. County will need to have a balanced budget by November, the committee will have further conversations at COW and County Board meetings coming up in September and October.

Adjournment – Member Wormley made a motion to adjourn the meeting, second by Member Peterson. **With four (4) members present voting aye, the meeting adjourned at 1:35 p.m.**

Respectfully Submitted,

Sally A. Seeger
Administrative Assistant/Recording Secretary