

**KENDALL COUNTY BOARD AGENDA
ADJOURNED SEPTEMBER MEETING**

Kendall County Office Building, 111 W Fox St, Rooms 209 & 210, Yorkville IL 60560

Tuesday, October 17, 2023, at 9:00 a.m.

1. Call to Order
2. Pledge of Allegiance
3. Invocation
4. Roll Call
5. Determination of a Quorum
6. Approval of Agenda
7. Special Recognition
8. Public Comment
9. Consent Agenda
 - A. Approval of County Board Minutes from September 14, 2023 and September 19, 2023
 - B. Standing Committee Minutes Approval
 - C. Approval of Claims in an amount not to exceed \$1,230,029.95
 - D. Approval of Full-Time GIS/Cadastral Technician Job Description
 - E. Approval of Revised Organizational Chart for Kendall County
 - F. Approval of Animal Control Department Intern Job Description
 - G. Approval of Revised Section 2.1 Policy Against Unlawful Discrimination, Harassment and Sexual Misconduct
 - H. Approval of Revised Section 4.12 Identity Protection Policy
 - I. Approval of the Release of the Finance & Budget Committee Executive Session review minutes dated September 28, 2023
 - J. Approval of the Release of the Committee of the Whole Executive Session review minutes dated September 14, 2023
 - K. Approval of the Release of the Economic Development & Administration Committee Executive Session review minutes dated September 20, 2023
 - L. Approval of the 2024 Comprehensive Noxious Weed Work Plan
 - M. Approval of Settlement in Kendall County Case No. 2023 LM 114 in the amount of \$10,761.43
 - N. Approval of \$70,000 22-month contract with Civic Grant Aggregation
 - O. Approval of the Replacement of (2) Hot Water Boilers in the Public Safety Center by Helm Service via the Equalis Group public sector purchasing cooperative. Master Agreement #R10-1132B not to exceed \$210,000.
 - P. Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with Village of Newark for the amount of \$58,875
 - Q. Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with Seward Township for the amount of \$32,639
 - R. Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with City of Yorkville for the amount of \$225,000
 - S. Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with City of Plano for the amount of \$325,000
 - T. Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with Village of Oswego for the amount of \$225,000
 - U. Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with Kendall County Fair Association for the amount of \$29,345
 - V. Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with Fox Valley Family YMCA for the amount of \$94,956
 - W. Approval of Renewal with Blue Cross Blue Shield of Illinois for Employee Health Insurance (4 tier plan)
 - X. Approval of Renewal with Blue Cross Blue Shield of Illinois for Employee Life and Voluntary Life Insurance
 - Y. Approval of Renewal with EyeMed for Employee Vision Insurance
 - Z. Approval of Renewal with Blue Cross Blue Shield of Illinois for Employee Dental Insurance
 - AA. Approval of Renewal with Dearborn Group for Accident and Critical Illness Insurance
10. Old Business
11. New Business
12. Elected Official Reports & Other Department Reports
 - A. Sheriff
 - B. County Clerk and Recorder
 - C. Treasurer
 - D. Clerk of the Court
 - E. State's Attorney
 - F. Coroner

- G. Health Department
- H. Supervisor of Assessments
- I. Regional Office of Education
- J. EMA
- K. VAC
- 13. Standing Committee Reports
 - A. Finance
 - 1. Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with Lisbon Township for the amount of \$32,738
 - 2. Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with Village of Lisbon for the amount of \$45,000
 - B. Highway
 - 1. Approval of a real estate contract between County of Kendall and Terri L. Kaufman regarding the real estate and improvements, if any, at 1030 Wildy Road, Minooka, IL
- 14. Special Committee Reports
- 15. Liaison Reports
- 16. Other Business
- 17. Chairman's Report
- 18. Public Comment
- 19. Questions from the Press
- 20. Executive Session
- 21. Adjournment

If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Office at 630-553-4171, a minimum of 24-hours prior to the meeting time.

**KENDALL COUNTY BOARD
SPECIAL MEETING
September 14, 2023**

STATE OF ILLINOIS)
) SS
COUNTY OF KENDALL)

The Kendall County Board Meeting was held at the Kendall County Office Building, Rooms 209 & 210, in the City of Yorkville on Thursday, September 14, 2023, at 4:00 p.m. The Clerk called the roll. Members present: Chairman Matt Kellogg, Zach Bachmann, Scott Gengler, Dan Koukol, Ruben Rodriguez, Brooke Shanley and Seth Wormley. Member(s) absent: Brian DeBolt, Elizabeth Flowers and Jason Peterson.

The Clerk reported to the Chairman that a quorum was present to conduct business.

PLEDGE OF ALLEGIANCE

Chairman Kellogg led the Pledge of Allegiance.

THE AGENDA

Member Rodriguez moved to approve the agenda. Member Gengler seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

NEW BUSINESS

County Administrator

Member Koukol moved to approve the Employment Agreement between County of Kendall, Illinois and Christina C. Burns effective October 9, 2023 through November 30, 2027 for County Administrator services, with an initial starting base salary not to exceed \$175,000.00 per fiscal year, less applicable payroll withholdings, and subsequent pay increases pursuant to terms of the Employment Agreement. Member Rodriguez seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

CHAIRMAN'S REPORT

Member Gengler moved to approve the appointment(s). Member Rodriguez seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye except Bachmann and Shanley. **Motion carried 5-2.**

APPOINTMENT(S)

- Gary Popp- Tax Board of Review- 2 year term- September 2025
- David Zielke – Tax Board of Review – 2 year term – September 2025
- Ted Schneller (Alternate) - Tax Board of Review – 2 year term – September 2025
- John Orin (Alternate) - Tax Board of Review – 2 year term – September 2025

ADJOURNMENT

Member Koukol moved to adjourn the County Board Meeting until the next scheduled meeting. Member Bachmann seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

Approved and submitted this 15th day of September 2023.

Respectfully submitted by,
Debbie Gillette
Kendall County Clerk

**KENDALL COUNTY BOARD
REGULAR SEPTEMBER MEETING
September 19, 2023**

STATE OF ILLINOIS)
) SS
COUNTY OF KENDALL)

The Kendall County Board Meeting was held at the Kendall County Office Building, Rooms 209 & 210, in the City of Yorkville on Tuesday, September 19, 2023, at 9:00 a.m. The Clerk called the roll. Members present: Matt Kellogg, Zach Bachmann, Brian DeBolt, Elizabeth Flowers, Scott Gengler, Dan Koukol, Jason Peterson (9:06 a.m.), Ruben Rodriguez, Brooke Shanley (9:13 a.m.) and Seth Wormley. Member(s) absent: None.

The Chief Deputy Clerk reported to the Chairman that a quorum was present to conduct business.

PLEDGE OF ALLEGIANCE

Chairman Kellogg led the Pledge of Allegiance.

INVOCATION

Ruben De La Mora gave the invocation.

THE AGENDA

Member Gengler moved to approve the agenda removing item 13 (A) 1 and amending the appointment of Jeff Wehrli for a 5 year term expiring September 2028. Member DeBolt seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

PUBLIC COMMENT

Ruben De La Mora spoke about being a worship pastor in Aurora and coming to the United States.

Margaret Sheehan spoke about elections.

Representative Jed Davis spoke about the intersection in Millington/Millbrook and provided his services to the board.

CONSENT AGENDA

Member Koukol moved to approve the consent agenda.

A. Approval of County Board Minutes from August 15, 2023

B. Standing Committee Minutes Approval

C. Approval of Claims in an amount not to exceed \$1,331,213.07

D. Approval of Petition 23-24 Request from Dave Hamman on Behalf of KEKA Farms, LLC (Property Owner) and Pulte Home Corporation (Billboard Owner) to Renew a Special Use Permit Granted by Ordinance 2004-43 and Renewed by Ordinance 2019-22 Allowing the Placement of an Outdoor Advertising Sign (Billboard) at the Northeast Corner of the Intersection of U.S. 34 and Hafenrichter (Farnsworth) (PIN: 03-01-127-006) in Oswego Township; Property is Zoned M-2 with a Special Use Permit for a Billboard

E. Approval of an Agreement with Teska Associates, Inc. for Planning Services for a Period of One Year at a Cost Not to Exceed \$175 Per Hour; Related Invoices to be Paid from the Planning, Building and Zoning Department's Budget

F. Approval to Accept the Results of the Historic Structure Survey of Unincorporated Bristol and Kendall Townships Dated August 2023

G. Approve the low bid by John Deere, Inc. in the amount of \$225,529 for 2 new mowing tractors and 3 mowers, including trade-in of 2 tractors and miscellaneous equipment

H. Approve An Ordinance for the Establishment of an Altered Speed Zone on Lisbon Road between Walker Road and Highpoint Road

Member Bachmann seconded the motion. Chairman Kellogg asked for a roll vote on the motion. All members present voting aye. **Motion carried.**

C) COMBINED CLAIMS: ADMIN \$264.30; ANML CNTRL WRDN \$4,097.12; CIR CLK \$10,904.53; CIR CRT JDG \$6,013.26; CMD CRT SRV \$23,524.14, CNTRCT \$5,000.00; CRNR \$1,612.73; CORR \$28,376.16; CNTY BRD \$163,340.48; CNTY CLK \$7,711.95; HIGHWY \$61,447.17; CNTY TRSR \$3,041.24; ELECTION \$12,540.63; EMA \$574.37; EMA DRCTR \$37.98; FCLT MGMT \$49,050.02; GIS COORD \$2,100.31; HLTH & HMN SRV \$150,404.80; HR \$749.02; JURY \$461.18; JURY 2,239.41; MRT COMM \$1,021.00; PBZ PLNNR \$2,642.21; PBZ \$3,010.28; PRSDNG JDG \$6,052.00;

PROB SPVSR \$10,584.18; ROE \$9,319.76; SHRF \$68,111.97; ST ATTY \$4,176.02; TECH \$8,441.14; TRSR \$209.57; UTIL \$25,687.58; VET \$1,068.89; FP \$19,350.22; SHF \$23,176.53; SHF \$46,159.92; SHF \$568,711.00

D) A complete copy of Ordinance 23-29 is available in the Office of the County Clerk.

E) A complete copy of IGAM 23-36 is available in the Office of the County Clerk.

F) A complete copy of Resolution 23-40 is available in the Office of the County Clerk.

H) A complete copy of Ordinance 23-30 is available in the Office of the County Clerk.

ELECTED OFFICIAL & OTHER DEPARTMENT REPORTS

Sheriff

Under Sheriff Richardson reviewed the report in the packet.

County Clerk & Recorder

Revenue Report		8/1/23-8/31/23	8/1/22-8/31/22	8/1/21-8/31/21
Line Item	Fund			
CLKFEE	County Clerk Fees	\$649.00	\$750.50	\$1,355.50
MARFEE	County Clerk Fees - Marriage License	\$2,550.00	\$2,700.00	\$2,520.00
CIVFEE	County Clerk Fees - Civil Union	\$30.00	\$0.00	\$0.00
ASSUME	County Clerk Fees - Assumed Name	\$30.00	\$50.00	\$20.00
CRTCOP	County Clerk Fees - Certified Copy	\$1,822.00	\$1,906.00	\$2,224.00
NOTARY	County Clerk Fees - Notary	\$0.00	\$35.00	\$305.00
MISINC	County Clerk Fees - Misc	\$28.00	\$18.00	\$34.00
	County Clerk Fees - Misc Total	\$5,109.00	\$5,459.50	\$6,458.50
RECREE	County Clerk Fees - Recording	\$24,258.00	\$27,037.00	\$45,829.00
	Total County Clerk Fees	\$29,367.00	\$32,496.50	\$52,287.50
CTYREV	County Revenue	\$51,965.00	\$52,559.50	\$80,549.25
DCSTOR	Doc Storage	\$14,041.00	\$15,726.50	\$26,987.50
GISMAP	GIS Mapping	\$44,640.00	\$49,920.00	\$85,440.00
GISRCD	GIS Recording	\$2,976.00	\$3,328.00	\$5,696.00
INTRST	Interest	\$87.79	\$33.81	\$58.05
RECMIS	Recorder's Misc	\$5,271.25	\$3,509.50	\$11,105.00
RHSP	RHSP/Housing Surcharge	\$23,364.00	\$13,509.00	\$24,399.00
TAXCRT	Tax Certificate Fee	\$440.00	\$920.00	\$440.00
TAXFEE	Tax Sale Fees	\$0.00	\$0.00	\$20.00
PSTFEE	Postage Fees			
CK # 19729	To KC Treasurer	\$172,152.04	\$172,002.81	\$286,982.30

Treasurer

Office of Jill Ferko
 Kendall County Treasurer & Collector
 111 W. Fox Street Yorkville, IL 60560

Kendall County General Fund

QUICK ANALYSIS OF MAJOR REVENUES AND TOTAL EXPENDITURES
FOR EIGHT MONTHS ENDED 07/31/2023

<u>REVENUES*</u>	Annual <u>Budget</u>	2023 YTD <u>Actual</u>	2023 YTD% <u>%</u>	2022 YTD <u>Actual</u>	2022 YTD <u>%</u>
Personal Property Repl. Tax	\$915,000	\$894,885	97.80%	\$996,276	214.25%
State Income Tax	\$3,158,685	\$2,625,539	83.12%	\$2,825,294	109.75%
Local Use Tax	\$760,000	\$543,322	71.49%	\$516,816	54.40%
State Sales Tax	\$650,000	\$395,001	60.77%	\$545,955	93.65%
County Clerk Fees	\$350,000	\$181,222	51.78%	\$245,948	70.27%
Circuit Clerk Fees	\$1,050,000	\$829,534	79.00%	\$742,876	59.43%
Fines & Foreits/St Atty.	\$250,000	\$261,121	104.45%	\$217,937	79.25%
Building and Zoning	\$80,000	\$67,669	84.59%	\$79,645	106.19%
Interest Income	\$75,000	\$827,142	1102.86%	\$60,841	152.10%
Health Insurance - Empl. Ded.	\$1,488,365	\$830,203	55.78%	\$785,992	49.48%
1/4 Cent Sales Tax	\$3,228,750	\$2,249,379	69.67%	\$2,160,403	66.91%
County Real Estate Transf Tax	\$450,000	\$297,285	66.06%	\$398,478	88.55%
Federal Inmate Revenue	\$584,000	\$243,120	41.63%	\$1,057,680	55.73%
Sheriff Fees	\$113,663	\$76,717	67.50%	\$61,740	53.69%
TOTALS	\$13,153,463	\$10,322,139	78.47%	\$10,695,880	77.27%
Public Safety Sales Tax	\$7,500,000	\$3,983,945	53.12%	\$4,056,494	73.59%
Transportation Sales Tax	\$7,500,000	\$3,983,945	53.12%	\$4,056,494	67.61%

****All Accruals have been completed at this time. So these figures are where we currently stand for FY2023**

*Includes major revenue line items excluding real estate taxes which are to be collected later.

To be on Budget after 8 months the revenue and expense should at approximately 66.67%

Treasurer, Jill Ferko stated that they just went through the second installment and are working on delinquent notices.

Clerk of the Court

Chief Deputy Cullick provided the report to the board.

Health Department

Director, RaeAnn VanGundy made the board aware of the leave behind kits.

Supervisor of Assessments

Supervisor of Assessments, Andy Nicoletti stated that they will be publishing assessments on September 21st and notices mailed out within a couple of days.

EMA

Roger Bonuchi informed the board that the hazard mitigation plan is coming to a close, Nuclear grant approved, EMA grant is in process, the command bus and a new training map.

STANDING COMMITTEE REPORTS

Finance

2024 Tentative Budget

Member Peterson moved to approve the Kendall County Fiscal Year 2024 Tentative Budget. Member Rodriguez seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Planning, Building & Zoning

Petition 23-28

Member Wormley moved to approve Petition 23-28 Request from Troy M. and Ashley. L Williams of a Plat of Vacation of Two Five Foot Drainage and Utility Easements on the Common Boundary Line of Lots 100 and 101 of Whitetail Ridge Subdivision More Commonly Known as 7557 and 7583 Clubhouse Drive Yorkville and Identified by Parcel Identification Number 05-12-276-011 in Kendall Township; Property is Zoned RPD-2t. Member Koukol seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Ordinance 23-31 is available in the Office of the County Clerk.

Highway

Variance Highway Access

Member Koukol moved an Ordinance Granting Variance to the Kendall County Highway Access Regulation Ordinance for Breybourne Stadium on Orchard Road. Member Rodriguez seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Ordinance 23-32 is available in the Office of the County Clerk.

Surface Transportation Program

Member Koukol oved to approve the 5-Year Surface Transportation Program 2024-2028. Member Rodriguez seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

OTHER BUSINESS

Member Shanley commented on the tentative budget, budget presentations, employee departments space, and growing demands.

CHAIRMAN'S REPORT

Member DeBolt moved to approve the appointments. Member Gengler seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

APPOINTMENT(S)

Jeff Wehrli- Historic Preservation Commission- 5 Year Term – September 2028
Thomas W. Grant – Housing Authority – 5 Year Term – September 2028
Duayne Christian – Newark Sanitary District – 3 Year Term – September 2026
Joseph Steffen – Newark Sanitary District – 3 Year Term – September 2026
David Thompson – Newark Sanitary District – 3 Year Term – September 2026
Jillian Prodehl – Zoning Board of Appeals (Seward Twp) – 5 Year Term – September 2028

PUBLIC COMMENT

Eric Weis spoke about an intern that transitioned from the Military to the State’s Attorney’s Office. Safe-T Act went into effect.

ADJOURNMENT

Member Peterson moved to adjourn the County Board Meeting until the next scheduled meeting. Member Wormley seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

Approved and submitted this 22nd day of September 2023.
Respectfully submitted by,
Debbie Gillette
Kendall County Clerk

HIGHWAY COMMITTEE MINUTES

DATE: September 12, 2023
LOCATION: Kendall County Highway Department
MEMBERS PRESENT: Zach Bachmann, Dan Koukol, & Scott Gengler
STAFF PRESENT: Michele Riley, John Burscheid, and Francis Klaas
ALSO PRESENT: Jennifer Hughes and Kit Kurht from the Village of Oswego
John Phillipchuck, Carrie Hansen, Mike Schoppe, Paresch Patel,
P.J. Fitzpatrick, and Jeremy Hudek

The committee meeting convened at 3:30 P.M. with roll call of committee members. DeBolt absent. Rodriguez listening via telephone. Quorum established.

Motion Koukol; second Gengler, to approve the agenda as presented. Motion approved unanimously.

Motion Gengler; second Koukol, to approve the Highway Committee meeting minutes from August 8, 2023. Motion approved unanimously.

Motion Gengler; second Bachmann, to recommend approval of the low bid by John Deere, Inc. in the amount of \$225,529 for 2 new mowing tractors and 3 mowers, including trade-in of 2 tractors and miscellaneous equipment. Koukol asked how many hours were on the trade-ins and also requested pictures of the same. Klaas stated that those tractors had many hours on them, but wasn't exactly sure of the number. He indicated that he would get that information to member Koukol. Also discussed the fact that the new machines were manufactured in Germany and should have good longevity. Delivery of the new units is uncertain, but was believed to be by the first of the coming year. By roll call vote, motion approved unanimously.

Motion Koukol; second Gengler, to recommend approval of an access variance for Breybourne Stadium on Orchard Road. Carrie Hansen introduced the petitioner's team, including the CEO of Chakra360, Paresch Patel, John Phillipchuck, legal counsel, and Mike Schoppe, owner of Schoppe Design. Ms. Hansen narrated a PowerPoint presentation regarding the proposed project. It is located at the northwest corner of Orchard Road and Tuscany Trail. The variance request was for a full access intersection, located approximately ¼-mile north of Tuscany Trail. The project would be built in several phases, with final P.U.D. approvals required for each phase by the Village of Oswego. Hansen noted that Orchard Road in Kane County has a Suburban Strategic Regional Arterial (SRA) designation, which allows ¼ - mile spacing for full access. And the suburban designation would also be consistent with anticipated growth and development along Orchard Road in Kendall County. The Village of Oswego supports ¼-mile spacing of full access regardless of the use. The Village has not yet approved the P.U.D. for the Cricket Stadium.

Koukol asked if the roadway (Orchard Road) was pretty flat in this area, allowing for good sight distance. Klaas confirmed it was very flat. Gengler asked about the gated access, and how that would work. Hansen discussed that it would eventually be full access and might someday need a traffic signal. If a traffic signal was warranted, the private developments would have to pay for the signal. Klaas thought that both the full access and the right in / right out might need a

variance. Koukol stated that he was always excited to see new commercial development. He wondered how many tax dollars would be generated by this project. Hansen said that preliminary indications were for about \$300,000. He also asked if the petitioner owned the property. Hansen confirmed that Chakra360 actually owned the parcel. He had purchased 3 parcels and combined them for a total of about 34 acres. Gengler asked about parking, especially for buses. He asked if there was a plan for that. Hansen said that the traffic plan had not been finalized for the final buildout. Gengler thought the 5:1 ratio for parking was pretty aggressive. Hansen indicated that this is the common number used for venues of this type, and it is included in multiple municipal ordinances around the Fox Valley, including the Kane County Cougar Stadium.

Bachmann asked about other uses for the stadium besides Cricket. Paresh Patel indicated that it could be used for community events. Hansen added that it could be used for non-profit events, graduations, etc. Bachmann wondered if in the future phases, whether the petitioner would come back to the County for any approvals. Hansen said that any improvements on Orchard Road would have to be approved by Kendall County. She also stated KLOA had done the traffic study, and Klaas added that CMAP had provided some future traffic projections. Klaas discussed some of the conditions that might be attached to the variance. As an example, a northbound left turn lane would need to be constructed for the full access, and since there are other left turn lanes at Tuscany and Galena, Orchard would probably need to be widened to 5-lane section for that entire area. Klaas also suggested that other conditions be attached to the variance, such as construction of sidewalks, traffic signals, and signal interconnection.

Gengler asked if there was any thought to expanding the project further north. Patel indicated that he would eventually like to obtain additional property to the north. Klaas discussed the current access spacing on the entire Orchard Road corridor in Kendall County. He pointed out that there were reasons for and against this variance. He also noted that the Suburban SRA standard for full access was a maximum of 4 accesses per mile. So allowing this full access for the petitioner would be taking the spacing to the maximum spacing allowable under the suburban designation. He just wanted to make sure everyone was aware of that, and how it might change the character of the area. Koukol pointed out that there is a reverse frontage road in the area between Route 34 and Mill Road, which helps with traffic flow in that area. Klaas thought that not having room for a reverse frontage road at the Breybourne site wasn't a problem with Orchard Road, but was a problem with choosing this site for this specific project. Hansen agreed that ¼-mile is the maximum, but stated it is the norm all over the Chicago metropolitan area.

Gengler pointed out the importance of looking at this long term. He didn't think the Orchard Road corridor would be filled in 5 to 10 years, but might be filled in within 20 years. The County needs to make sure this works in the long run. Hansen thought the ¼-mile spacing would work fine, and would provide greater economic opportunity in the area.

Gengler asked Patel why he chose this site. Patel stated that the property was already zoned M-1, which would allow for stadium construction as a special use. This is the largest parcel available in the Village of Oswego with this designation. Gengler asked why Oswego. Patel indicated that he was a resident of Oswego and his children had gone to school in Oswego schools. Koukol asked Phillipchuck if the zoning could be rezoned for apartment use. Phillipchuck stated that it would always be possible, but the Village would have to approve any of those changes. He also discussed the idea that Orchard Road corridor is really a desirable area, especially for warehousing and trucking. He thought the stadium was much more desirable

than other manufacturing uses, which could be more disruptive to adjoining residential development. Klaas stated that if this additional full access was allowed, it would probably be the only additional full access to Orchard Road in the entire corridor in Kendall County, as all the other full access points have already been established. Gengler wondered about linking the traffic signals together. Klaas stated that could be done relatively easily. He also volunteered to draft an ordinance that would include all the various conditions discussed at this meeting. Upon consideration, the committee approved the motion unanimously by voice vote.

Motion Gengler; second Koukol to recommend approval of an ordinance for the establishment of an altered speed zone on Lisbon Road between Walker Road and Highpoint Road. Klaas reminded the committee that the County Board sets speed limits on township highways. Kendall Township commissioner had requested this altered speed limit for Lisbon Road. Klaas thought the proposed 45 mph speed was appropriate considering the many houses along this roadway and the curves and hills that limit the sight distance. Motion approved unanimously by voice vote.

The committee reviewed a report completed by the County Engineer for 10 intersections in Kendall County. Gengler had requested this item for the agenda as a result of a meeting with Senator Rezin and Senator Holmes regarding the Galena Road – Rosenwinkel Drive intersection. Gengler discussed the fact that there was only one way in and out of the Bristol Bay Subdivision. This will change soon when IDOT widens Route 47. At that time, the additional access point from Route 47 to Bristol Bay will be opened to traffic, and should help with traffic movement in the subdivision. Both Gengler and Klaas believed that there were no serious issues at the Galena-Rosenwinkel intersection. The report showed that it had a very low crash rate. Koukol discussed the Route 126-Schlapp Road intersection. This has been the site of some very serious crashes, with fatalities. Klaas showed that, even after IDOT's safety improvement, there had still been 28 crashes in a 5-year period, including 3 A-type (serious) crashes. So that type of safety improvement is no guarantee to stop crashes at 2-way stop controlled intersections. Klaas indicated that this was a good segway to discuss the Millington-Millhurst intersection, where a recent fatal accident took place. He presented pictures of the intersection and described the existing traffic control measures at that intersection. Gengler asked how much it would cost to make a safety improvement similar to Rte. 126-Schlapp Rd., and how much it would cost to build a roundabout. Klaas thought a small improvement like Rte. 126-Schlapp would be less than \$100,000 and a roundabout would be around \$750,000.

Bachmann asked if Klaas had any recommendations. Klaas discussed the character of Millington Road, and the fact that it was a through county highway with a crossing of the Fox River. It carries a lot of trucks going to the grain elevator in Newark. He was reluctant to start installing 4-way stops on Millington Road because there are 7 intersections on Millington Road in just 5 miles. Installing 4-way stops at just one intersection would likely lead to many 4-way stops on Millington Road. He wasn't sure this would be in the best interest of the traveling public. He did provide some recommendations for low cost safety improvements that might increase safety. They included installing dual stop ahead signs with flashing yellow arrows, enlarging the corner cuts to improve intersection sight distance, freshening the painted stop bars at the stop signs, and installing advisory 45 mph speed limit signs on Millington Road in advance of the intersection. Chairman Bachmann liked the idea of including something on Millington Road. Koukol thought that Klaas would have some work to do to get all the parties on the same page. But there was general consensus to try to implement all of the recommended improvements. Committee directed the County Engineer to pursue all of the recommendations. Committee discussed some other problem intersections and timing of other improvements.

Motion Koukol; second Gengler to recommend approval of the 5-Year Surface Transportation Program 2024-2028. Committee reviewed all the proposed projects. Upon review, the committee approved the motion unanimously by voice vote.

Motion Koukol; second Gengler to forward Highway Department bills for the month of September in the amount of \$61,447.17. Motion approved unanimously.

Motion Koukol; second Gengler to adjourn the meeting at 4:42 PM. Motion carried unanimously.

Respectfully submitted,



Francis C. Klaas, P.E.
Kendall County Engineer

Action Items

1. Approve the low bid by John Deere, Inc. in the amount of \$225,529 for 2 new mowing tractors and 3 mowers, including trade-in of 2 tractors and miscellaneous equipment
2. An Ordinance Granting Variance to the Kendall County Highway Access Regulation Ordinance for Breybourne Stadium on Orchard Road
3. An Ordinance for the Establishment of an Altered Speed Zone on Lisbon Road between Walker Road and Highpoint Road
4. Approve the 5-Year Surface Transportation Program 2024-2028

HIGHWAY COMMITTEE MINUTES

DATE: October 10, 2023
LOCATION: Kendall County Highway Department
MEMBERS PRESENT: Zach Bachmann, Dan Koukol, Scott Gengler, Brian DeBolt, and Ruben Rodriguez
STAFF PRESENT: Michele Riley, John Burscheid, and Francis Klaas
ALSO PRESENT: David Guritz

The committee meeting convened at 3:30 P.M. with roll call of committee members. All present. Quorum established.

Motion DeBolt; second Koukol, to approve the agenda as presented. Motion approved unanimously.

Motion Rodriguez; second Gengler, to approve the Highway Committee meeting minutes from September 12, 2023. Motion approved unanimously.

Klaas provided an update of ongoing County projects around Kendall County. Burscheid gave Curran Contracting high marks for their good work on Galena-Kennedy intersection. Rodriguez asked about the progress on Collins Road Extension. Klaas stated that the project wouldn't be completed until the end of 2024. He also reported that there would be a bid opening on 11-3-23 for several additional county projects that will be built in 2024.

Chairman Bachmann reported that he was working with Representative Jed Davis regarding several intersections in Kendall County where there have been higher accident rates. Rep. Davis has discussed the matter with the Illinois Department of Transportation. IDOT is doing studies on some of these intersections, so it is on their radar. Rodriguez asked why this had come up. DeBolt reported that there had been a fatal crash at Millington Road and Millhurst Road intersection, and then a couple weeks later there was an accident involving a school bus. Rodriguez wondered if IDOT would provide money for improvements. Klaas stated that it was good to raise awareness about some of the problems in Kendall County. IDOT would likely be the lead agency for any State routes and might be able to provide money on other routes. Klaas also reported that there were multiple things the County was going to do to try to improve safety at the Millington-Millhurst intersection.

In Other Business, David Guritz presented information on how to create a path between Hoover Forest Preserve and Fox River Bluffs Forest Preserve. He indicated that unless there was a bridge / boardwalk included in the plan, he was not sure that the Forest Preserve could be competitive with a RTP Grant application. He thought the most cost-effective approach is to keep the bridge near the County's Eldamain Road right-of-way. Klaas expressed his concern about the specific location of the path. It would likely need to be within the Eldamain right-of-way along the Wayne Borneman frontage; but would have to be located outside the Eldamain right-of-way along the Fox River Bluffs frontage. Gengler asked how much money the Forest Preserve had for the project. Guritz indicated they would have to come up with another \$50,000 if TAP and grant funds are received.

The committee discussed the advantages of seeking grant money vs. using all local money to get the project going right away. Koukol thought it would be best to award the full \$150,000 KC-TAP funds for 2024 to the Forest Preserve. Guritz thought it would be important to seek legislative-type funds as well. Gengler noted that there was also \$160,000 endowment available from the Hughes family that could be used on this project... specifically the foot bridge. He emphasized that without RTP funds, the County could control the whole thing on their schedule. Bachmann asked what the unobligated balance was in the TAP Fund. Klaas provided a report that showed there was about \$54,000 unobligated balance. Guritz thought it would be important to still pursue the RTP funds, with an eye toward construction in 2025. Klaas pointed out that all the specifics for the money and the maintenance could be covered by an IGA, which is typically put in place for every TAP award anyway. Koukol stated that this was perfect timing for this matter, since the new budget was being considered at this time. Committee directed Klaas to withhold the NOFO for TAP funds in November, since all the 2024 funds would be purposed for the trail connection between Hoover and Fox River Bluffs.

Koukol asked Klaas if he had any control over the signing on township roads, specifically the intersection of Douglas and Collins. Koukol reported that he had an experience of someone running the stop sign, and others have reported the same thing. Klaas stated that townships need County Engineer permission to install regulatory signs, but the County would not normally initiate the installation without a request from the township. Committee discussed all the complaints about speeders and the general disregard for traffic control devices in recent years.

Motion DeBolt; second Rodriguez to forward Highway Department bills for the month of October in the amount of \$62,808.78. Motion approved unanimously.

Motion Koukol; second Rodriguez to go into executive session for the purpose of purchase or lease of real property for the use of the public body.

After coming out of executive session; motion Koukol, second Bachmann to recommend approval of a real estate contract between County of Kendall and Terri L. Kaufman regarding the real estate and improvements, if any, at 1030 Wildy Road, Minooka, IL

Motion Rodriguez; second Gengler to adjourn the meeting at 4:22 PM. Motion carried unanimously.

Respectfully submitted,



Francis C. Klaas, P.E.
Kendall County Engineer

Action Items

1. Approval of a real estate contract between County of Kendall and Terri L. Kaufman regarding the real estate and improvements, if any, at 1030 Wildy Road, Minooka, IL

COUNTY OF KENDALL, ILLINOIS
ECONOMIC DEVELOPMENT & ADMINISTRATION COMMITTEE
Meeting Minutes for Wednesday September 20, 2023 at 5:30 p.m.

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

Roll Call

Attendee	Status	Arrived	Left Meeting
Elizabeth Flowers	here		
Scott Gengler	here		
Dan Koukol	here		
Brooke Shanley	here		
Seth Wormley		5:38 p.m.	

With four (4) members present a quorum was established at 5:31 p.m.

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

Approval of Agenda – Member Shanley made a motion to approve the agenda, second by Member Koukol.

With four (4) members voting aye, the motion was carried by a vote of 4-0.

Committee Reports and Updates

A. Animal Control Department Update – Director of Animal Control Taylor Cosgrove briefed the committee on the latest projects in the Animal Control department. She will be sure to include the latest financial reports at the next meeting. The rabies quarantines agreement signed by the County Board on September 5th, so they are now able to take in animals. She is working with the Sheriff’s department to procure one of their unused vehicles to replace the AC minivan.

B. Emergency Management Agency Update – Director of EOC Roger Bonuchi briefed the committee on the August 2023 EMA report included in the packet (page7).

C. Revolving Loan Status Update- Latreese Caldwell explained that all loans are current, except for one, Lucky’s Beef N Dogs will have its own discussion later in the meeting. Minooka Water Project is included on the spreadsheet even though no money has been drawn on it.

New Committee Business

A. DISCUSSION: Discussion of Tax Abatement for Karis/Ravago Project

Director of PBZ Matt Asselmeier briefed the committee that Karis is requesting an incentive larger than what the County normally offers in terms of tax abatements. Karis provided information to the County and can be found starting on page 9 of the packet which includes an official application for the tax abatement. Mr. Asselmeier and Budget and Finance Analyst Jennifer Breault worked on a calculation using the Kendall County Property Tax Abatement Evaluation Guide for the Karis Ravago application (page 26 of packet). It was calculated as 77 points, based on their application, and eligible for a 4-year (50% each year) abatement. Ms. Kate Coxworth, from JLL industrial broker representing Karis spoke to the committee on why they are asking for a larger tax abatement. Committee members asked Ms. Coxworth questions on the project including the impact of truck traffic on Orchard Road and the size/scope of the project. Ravago is the tenant for the southern 100 acres of the 204-acre site and they have started the project on the site. Ravago is consolidating midwestern operations, they are looking to build a 300-rail car yard campus to serve as their regional headquarters and primary distribution center on this site.

The committee is asking for the site plan and traffic study for this three-phase project. Karis/Ravago are seeking the larger tax abatement on the whole property not just the southern 100 acres, as they are competing with other sites that are part of a TIF district with abatements can be as long as 23 years. Member Wormley stated that he would only be willing to give the 4-year abatement. Member Shanley agreed that a 4-year abatement for this project is appropriate and not the 10-year abatement they asked for.

B. DISCUSSION: Lucky Beef N Dog Loan

Deputy County Administrator Latreese Caldwell briefed the committee on the status of Lucky Beef N Dog loan from the County (page 28). Jennifer Breault drafted a letter to the owners of Lucky Beef N Dog asking for the payments that are in arrears. Staff are asking for approval from this committee to send the letter out.

Member Koukol made a motion to approve staff sending the re-payment letter to Lucky Beef N Dog., second by Member Wormley. **With five (5) members voting aye, the motion was carried by a vote of 5-0.**

Old Committee Business – None

Chairman's Report – Human Resources department is currently running a background check on the candidate for the Economic Development Coordinator position. If everything is good, the candidate will start the position on October 3, 2023.

Public Comment – None

Questions for the Media- None

Executive Session –

For the purpose of the review of discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes by Section 2.06. 5ILCS 120-2/21

Member Wormley made a motion to move into Executive Session, second by Member Gengler. **With 5 members voting aye, the motion was carried by a vote of 4-1.**

Roll Call

Attendee	Vote Status
Elizabeth Flowers	aye
Scott Gengler	aye
Dan Koukol	no
Brooke Shanley	yes
Seth Wormley	yes

Items for the Committee of the Whole Meeting – None

Action Items for County Board- None

Adjournment – Member Shanley made a motion to adjourn, second by Member Gengler. **With five (5) members present in agreement; the meeting was adjourned at 6:10 p.m.**

Respectfully submitted,
Sally A. Seeger
Administrative Assistant

**COUNTY OF KENDALL, ILLINOIS
FINANCE & BUDGET COMMITTEE
Meeting Minutes for Thursday, September 28, 2023**

Call to Order – Committee Chair Scott Gengler called the Finance & Budget Committee to order at 4:00 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, Jacquie Purcell, Jill Ferko, Leslie Johnson

Others Present- Brooke Shanley

Approval of Agenda – Member DeBolt made a motion to approve the agenda, second by Member Wormley. **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 members asked questions regarding Aliant Insurance broker fees and if our purchases are tax exempt from Amazon. HR Director Leslie Johnson said the charges on the claims form were because Aliant missed sending a quarterly invoice and they all came in at the same time. Interim County Administrator Latreese Caldwell said that most departments are tax exempt with Amazon, but a few departments opted out of the Amazon business program. Ms. Caldwell will look into this and will get back to Mr. Kellogg.

Committee Reports and Updates

A. Personnel Reports – Treasurer Jill Ferko prepared the monthly personnel report which is included in the packet on pages 1 -2. No discussion for this month’s report.

New Committee Business - Presentations:

a. Regional Office of Education

Regional Superintendent Chris Mehochko gave the committee an overview of his budget. Grundy County agreed for salaries to increase by 5 % higher than last year. The committee was directed to their budget books for the breakdown of the ROE budget. The total assessed value of Kendall County and total assessed value of Grundy County and the two are added together and split according to statute. Kendall pays 63% of the bills for FY24 and Grundy 37 %, this increased for Kendall County by 2% from last year. This committee would like their salaries to be at a 2% increase.

b. Kendall County Soil and Water

Director Deanna Bazan and Alyse Olson, Resource Conservationist presented a handout to the committee that included an overview of the projects that were funded this past year, funding updates and what contributions were given in the past. FY24 Contribution request is 9% increase (\$60000).

c. CASA Kendall County

Board of Director Nicole Sartori and Executive Director Amy McNamara presented a handout to committee members. They have served 188 children in FY23, and 140 children are still active. They are seeking to hire two additional full-time advocate supervisors. They are asking the Kendall County Board to consider increasing their allotment from \$12,000 to \$20,750 to assist their program.

d. 708 Mental Health

Liz Holmberg and Cathi Mundsinger presented to the committee a handout to help explain their budget. They have twelve agencies in the county that they help fund. Seventy-seven percent of their entire budget is dispersed to the Kendall County Health Department in FY23. 708’s Primary function is to ensure that the mental health tax fund is appropriately and efficiently distributed according to the original intent of section 501 statute of the Community Mental Act from 1967. The purpose of the act is for direct services to persons with mental illness, developmental disability, and substance use disorder. The 708 Mental Health Board is asking for a four percent (4%) increase for FY24. This increase would include a salary for a social worker salary to support law enforcement agencies conducting this work. They are also slowly decreasing the grant monies that do not fall into the statutes, unfortunately impacting some very well-regarded programs. Ms. Mundsinger said that memory care/Alzheimer’s is a medical issue and not a mental health issues, so unable to be funded. A question regarding the application of ARPA funds was asked to Ms. Mundsinger, committee asked that they focus distributing of those funds to those organizations dealing with the side effects of Covid. Every year the 708 Mental Health Board do get a mid-year report and conduct a site visit to the organizations to ensure that the funds are being used as applied for.

B. DISCUSSION: FY23 Opioid Budget

Coroner Jacquie Purcell is asking that money they received in FY23 of \$13,500 to used for medical take back boxes be used to fund a Vivid pill counter unit instead. The money set aside for the medical take back boxes is now funded by the pharmaceutical companies per state law, Inmar is contracted by the DEA and boxes will be installed at law enforcement locations and include the coroner’s office. They are requesting to purchase the Vivid unit in FY23 and not in FY24, as they now have the money that they would have spent on drug take back boxes. The consensus of the committee is to approve this request for the Coroners office.

C.*MOTION VV: Discussion and Approval of Budget Revision for the amount of \$3,000 to Opioid Budget for the one-time start-up fee for SSO Maintenance

HR Director Leslie Johnson explained that this will create a single sign-on account through Neogov which will integrate all departments and elected offices for training and create username and passwords for all employees. This will replace the online training platform Safetysource that is currently being used for staff training. Neogov has multiple options for Opioid training. Ms. Johnson when asked stated that the maintenance of this training platform will be absorbed by the ICT budget.

Member Peterson made a motion for Approval of Budget Revision for the amount of \$3,000 to Opioid Budget for the one-time start-up fee for SSO Maintenance, second by Member DeBolt. **With five (5) members present voting aye, the motion carried 5 -0.**

D. *MOTION RC (fwd. to COB): Approval of one year extension with Mack & Associates

Mr. Gengler directed the committee to page 13 of the packet and explained the need to extend the contract for Mack & Associates for one year. Ms. Caldwell will get an updated letter out to them. Mack & Associates are able to do more of the auditing on site.

Member Kellogg made a motion for Approval of one year extension with Mack & Associates to be forwarded to the next County Board meeting under consent agenda, second by Member Peterson. **With five (5) members present voting aye, the motion carried 5 -0.**

E. *MOTION VV: Approval of County credit card for Christina Burns, County Administrator, \$10,000 limit

Member Wormley made a motion for Approval of County credit card for Christina Burns, County Administrator, \$10,000 limit, second by Member Kellogg. **With five (5) members present voting aye, the motion carried 5-0.**

F. *MOTION RC (fwd. to COB): Approval of 5-year contract with Sentinel Technologies Inc. for \$244,600 in reference to the Managed SOC Capital Project ITB

Mr. Kellogg explained that this was on a previous County Board agenda, but they wanted to see if there would be cost savings by extending the contract out to five years instead of three years. Matt Kinsey reached out to all the other companies to submit a 5-year bid.

Member Kellogg made a motion for Approval of a 5-year contract with Sentinel Technologies Inc. for \$244,600 in reference to the Managed SOC Capital Project ITB to be forwarded to the next County Board meeting under consent agenda, second by Member DeBolt. **With five (5) members present voting aye, the motion carried 5 -0.**

G. DISCUSSION: FY24 Budget Calendar

Finance Chair Scott Gengler stated the remaining dates for working on a balanced budget will be October 3, 12, 17 and 26th. The committee is looking to have the budget approved on November 7th for FY24.

H. DISCUSSION: FY24 Budget

Mr. Gengler directed the committee to page 15 of the packet. The deficit is at \$3.9 million, proposed items to decrease are proposed to total \$269,000. The 27th payroll is funded each year and has a very healthy balance in the fund and will not be used until 2029. Healthcare costs are the biggest part of the budget and are projected to increase by 20%. The Horton Group will present at the HR Committee meeting on Monday October 2nd to discuss the rates. Mr. Gengler suggested that the committee members reach out to department heads and elected officials to discuss their budget requests.

I. DISCUSSION: ARPA FY23-FY24

Jennifer Breault updated the committee that after the August discussion, she and State’s Attorney Jim Webb have been working on drafting contracts with each of the applicants receiving ARPA money. This will be presented to COW on October 12th, and with approval move to County Board meeting on October 17th. Applicants should have their checks by the end of October and then they will have until December 20, 2024 to spend these funds. The contracts being drafted for the ARPA money 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

Old Committee Business - None

Public Comment - None

Executive Session –

For the purpose of the review of discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes by Section 2.06. 5ILCS 120-2/21

Member DeBolt made a motion to move into Executive Session, second by Member Peterson. With five (5) members voting aye, the motion was carried by a vote of 5-0.

Scott Gengler	Yes
Brian DeBolt	Yes
Matt Kellogg	Yes
Seth Wormley	Yes
Jason Peterson	Yes

Items for County of the Whole – None

Items for County Board

- Approval of Claims
- Approval of one year extension with Mack & Associates under consent agenda
- Approval of 5-year contract with Sentinel Technologies Inc. for \$244,600 in reference to the Managed SOC Capital Project ITB under consent agenda

Adjournment – Member Kellogg made a motion to adjourn the Finance and Budget Committee meeting, second by Member Peterson. **With five (5) 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

KENDALL COUNTY PLANNING, BUILDING & ZONING COMMITTEE

Kendall County Office Building

Rooms 209 and 210

111 W. Fox Street, Yorkville, Illinois

6:30 p.m.

Meeting Minutes of October 10, 2023 – Unofficial until Approved

CALL TO ORDER

The meeting was called to order by Chairman Wormley at 6:30 p.m.

ROLL CALL

Committee Members Present: Dan Koukol, Ruben Rodriguez, and Seth Wormley

Committee Members Absent: Elizabeth Flowers and Brooke Shanley

Also Present: Matthew H. Asselmeier, Director, Wanda A Rolf, Administrative Assistant, Todd C. Volker, Economic Development Coordinator, Vernon Fatima, Part Time Code Inspector, and Dee Studler

APPROVAL OF AGENDA

Member Rodriguez made a motion, seconded by Member Koukol, to approve agenda. With a voice vote of three (3) ayes, the motion carried.

APPROVAL OF MINUTES

Member Koukol made a motion, seconded by Member Rodriguez, to approve the minutes of the September 11, 2023, meeting. With a voice vote of three (3) ayes, the motion carried.

PUBLIC COMMENT

None

EXPENDITURE REPORT

The Committee reviewed the Expenditure Report.

PETITIONS

Petition 23 – 30 Michael R and Darla J Cappellett

Mr. Asselmeier summarized the request.

A ten foot (10') drainage and utility easement presently exists between Lots 65 and 66 in Whitetail Ridge Subdivision. Michael and Darla Cappellett own the subject lots and would like to construct an addition to the home in the area of the existing easement.

The Petitioners previously combined the lots into one (1) parcel identification number.

The property address is 6145 Whitetail Ridge Drive, Yorkville.

The property is approximately one point five (1.5) acres in size.

The property is zoned RPD-2.

The current land use is One-Family Residential and Vacant.

The future land use is Rural Residential (Max 0.65 Du/Acre).

Whitetail Ridge Drive is a Township Road classified as a Local Road.

There are no trails planned in the area.

There are no floodplains or wetlands on the property.

The adjacent land uses are wooded and single-family residential.

The adjacent properties are zoned A-1 and RPD-2.

The future land use for the area is Rural Residential (Max 0.65 Du/Acre).

Kendall Township was emailed information on September 21, 2023.

The United City of Yorkville was emailed information on September 21, 2023. The Yorkville Economic Development Committee reviewed the proposal at their meeting on October 3, 2023, and recommended approval of the proposal. An email on the subject was provided.

The Bristol-Kendall Fire Protection District was emailed information on September 21, 2023.

ZPAC reviewed the proposal at their meeting on October 3, 2023. ZPAC recommended approval of the proposal by a vote of six (6) in favor and zero (0) in opposition with four (4) members absent. The minutes of the meeting were provided.

The application materials, plat for this area of Whitetail Ridge, and plat of vacation were provided.

Petition information was sent to WBK on September 21, 2023.

On September 19, 2023, a representative from the Whitetail Ridge Homeowners' Association submitted an email stating the HOA was agreeable to the requested vacation. This email was provided.

As of the date of this meeting, the Petitioner has not contacted any of the utility companies directly. Emails from Comed, NICOR, Comcast, and AT&T were provided.

Pending comments from the various utilities and WBK Engineering, Staff recommends approval of the proposal subject to the following conditions:

1. The site plan should be included to the vacation ordinance.
2. Certificates indicating approval of the vacation by the applicable utilities shall be added to the recorded Plat of Vacation.
3. Lots 65 and 66 of Whitetail Ridge Subdivision shall not be sold as individual lots upon the successful recording of the Plat of Vacation with certificates of approval from the applicable utilities.
4. One (1) single-family residence may be constructed on Lots 65 and 66 of Whitetail Ridge Subdivision combined.
5. This vacation shall become effective upon the successful recording of the Plat of

Vacation in the timeframe outlined in Section 7.06.H of the Kendall County Subdivision Control Ordinance unless an extension is granted by the Kendall County Board.

The draft ordinance was provided.

The Petitioner has not contacted any of the utility companies.

Discussion occurred regarding the placement of utilities within the easement and the placement of the addition on the property.

Member Koukol made a motion, seconded by Member Rodriguez, to wait with issuing a recommendation until the Petitioner received approvals from the applicable utilities for the vacation.

The votes were as follows:

Yeas (3): Koukol, Rodriguez, and Wormley

Nays (0): None

Abstain (0): None

Absent (2): Flowers and Shanley

The motion carried.

NEW BUSINESS

Update on Planning, Building and Zoning Staffing

Mr. Asselmeier introduced Wanda A. Rolf, Administrative Assistant, Todd C. Volker, Economic Development Coordinator, and Vernon Fatima, Part Time Code Official. The Committee welcomed the new employees.

Review of Comments From WBK Engineering Regarding Dam Removals on the Fox River

Mr. Asselmeier presented comments from WBK Engineering regarding proposed removal of several dams by the Corps of Engineers along the Fox River.

Discussion occurred regarding the uses of the dams and the impact of sedimentation on the Yorkville dam.

Recommendation on 2024 Comprehensive Noxious Weed Work Plan

Mr. Asselmeier presented the Plan.

Kendall County is required by Illinois law to submit an annual Noxious Weed Comprehensive Work Plan to the State by November 1st of each year. Other than changing the name of the County Board Chairman, this proposal is the same as the 2023 Noxious Weed Comprehensive Work Plan.

Member Rodriguez made a motion, seconded by Koukol, to approve the 2024 Noxious Weed Comprehensive Work Plan.

The votes were as follows:

Yeas (3): Koukol, Rodriguez, and Wormley

Nays (0): None

Abstain (0): None
Absent (2): Flowers and Shanley

The motion carried.

The proposal goes the October 17, 2023, County Board meeting on the consent agenda.

Recommendation on Fiscal Year 2023-2024 Meeting Calendar

Mr. Asselmeier presented the Calendar.

Member Koukol made a motion, seconded by Member Rodriguez, to recommend approval of the Calendar.

The votes were as follows:

Yeas (3): Koukol, Rodriguez, and Wormley
Nays (0): None
Abstain (0): None
Absent (2): Flowers and Shanley

The motion carried.

OLD BUSINESS

Approval to Extend or Revoke Building Permit 01-2020-146 for a Single Family Home at 7702 Tanglewood Trails

Mr. Asselmeier presented an email from Brian Holdiman recommending a ninety (90) day extension because substantial progress has been made. Discussion occurred regarding the progress at the property.

Member Rodriguez made a motion, seconded by Member Koukol, to approve a ninety (90) day extension.

Member Koukol asked about yard maintenance at the property. Mr. Asselmeier will check with Brian Holdiman regarding yard maintenance.

The votes were as follows:

Yeas (3): Koukol, Rodriguez, and Wormley
Nays (0): None
Abstain (0): None
Absent (2): Flowers and Shanley

The motion carried.

REVIEW VIOLATION REPORT

The Committee reviewed the report.

REVIEW PRE-VIOLATION REPORT

The Committee reviewed the report.

UPDATE FOR HISTORIC PRESERVATION COMMISSION

The October meeting will be at Pickerill-Pigot House on October 16, 2023. The February group meeting will be at Au Sable Church on February 21, 2024. The speakers will discuss the history of the Au Sable Church, which is celebrating one hundred seventy-five (175) years and the importance of landmarking properties.

REVIEW PERMIT REPORT

The Committee reviewed the report.

Member Koukol asked about solar permits. Mr. Asselmeier that the solar permits listed in the report are for onsite consumption of energy. If someone wants to do a utility scale solar project where the energy produced on the premises was consumed off-premises, a special use permit was required.

REVIEW REVENUE REPORT

The Committee reviewed the report.

Discussion occurred regarding revenues from solar permits.

CORRESPONDENCE

None

COMMENTS FROM THE PRESS

None

EXECUTIVE SESSION

The consensus of the Committee was not to go into executive session and to keep the minutes of previous executive sessions confidential.

NEW BUSINESS

Approval to Release Executive Session Minutes of October 10, 2023

Since the Committee did not go into executive session, there were no minutes to release.

ADJOURNMENT

Member Koukol made a motion, seconded by Member Rodriguez, to adjourn. With a voice vote of three (3) ayes, the motion carried.

Chairman Wormley adjourned the meeting at 6:49 p.m.

Minutes prepared by Wanda A. Rolf, Administrative Assistant

Kendall County Job Description

TITLE: GIS/Cadastral Technician
DEPARTMENT: Information and Communication Technology (Geographic Information Systems (GIS) Division)
SUPERVISED BY: Deputy Director of Information and Communication Technology
FULL TIME/PART TIME: Full Time
FLSA STATUS: Non-Exempt
APPROVED/REVISED: In Progress

I. Position Summary:

Under the supervision of the Deputy Director of Information and Communication Technology, this position performs comprehensive and complex work in the development, maintenance, and provision of technical support related to production, database maintenance, and implementation of Cadastral and Geographic Information System (GIS) projects and maintain related documentation.

II. Essential Duties and Responsibilities:

The essential duties for this position include, but are not limited to the following:

- A. Scans, rectifies, and uses images to create maps for departmental and County use.
- B. Gathers and verifies field data for utilization in mapping applications.
- C. Maintains GIS Datasets as assigned.
- D. Maintains documentation of GIS Datasets and GIS Applications as assigned.
- E. Explains and interprets division activities and policies to the general public.
- F. Uses GIS workstation and technology to prepare new maps and revise existing maps to show accurate boundaries, configurations, and areas of parcels.
- G. Performs supervised cadastral duties, as assigned.
- H. Performs supervised GIS duties, as assigned.
- I. Handles confidential matters daily relating to all functions of the Information and Communication Technology Department and GIS Division and maintains confidentiality of such information.
- J. Maintains positive and professional working relationships with Kendall County's elected officials, department heads, employees, other government agencies, and the public.
- K. Complies with record retention and destruction procedures in compliance with the Illinois Local Records Act.
- L. Complies with all applicable laws, regulations, and County policies and procedures regarding or relating to assigned job duties.
- M. Provides quality results and is customer focused.
- N. Maintains regular attendance and punctuality.
- O. Performs other duties and responsibilities as assigned.

Kendall County Job Description

III. Qualifications:

To perform this job successfully, an individual must be able to perform all essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required for the position:

A. Language Skills:

1. Ability to research, read, and interpret documents and simple instructions.
2. Ability to prepare documents and correspondence.
3. Ability to present information and communicate effectively both orally and in writing with County staff, County officials, and the general public.
4. Requires proficient knowledge of the English language, spelling and grammar and ability to alphabetize.

B. Mathematical Skills:

1. Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
2. Ability to compute rate, ratio, and percentages.
3. Ability to assist with preparation and analysis of statistical data/reports.

C. Reasoning Ability:

1. Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
2. Ability to deal with problems involving several concrete variables in standardized situations.
3. Ability to understand and explain GIS procedures and policies.

D. Certificates, Licenses, and Registrations:

1. Current and valid driver's license.

E. Other Skills, Knowledge, and Abilities:

1. Ability to become familiar with industry specific terminology and cartographic standards.
2. Ability to operate a variety of office equipment including, but not limited to, computer, scanner, printer, copier, etc.
3. Ability to build teamwork; organizes, prioritizes and performs multiple tasks in a timely manner.
4. Has integrity and willingness to learn.
5. Proven time management skills and able to meet deadlines.
6. The ability to display a positive, cooperative, professional, confident, and team orientated attitude.
7. The ability to follow guidance and work independently until project completion.
8. Must be proficient in the use of computers and in Microsoft Office 365 suite (including, but not limited to Microsoft Outlook, Excel, Word, Teams, and PowerPoint).
9. Knowledge of office practices, principles of modern record keeping, and maintaining filing systems.

F. Education and Experience:

1. A minimum of an Associate's Degree or in progress Bachelor's Degree from an accredited college or university or equivalent professional work

Kendall County Job Description

experience in any government, land surveying, and/or public works career is required.

2. Prior academic and/or professional work experience related to ESRI ArcGIS and related tools is highly preferred.

IV. Physical Demands:

While performing the duties of this position, the employee must be able to:

- A. Frequently sit for long periods of time at a desk or in meetings.
- B. Frequently work with computers and look at computer screen and other electronic devices.
- C. Occasionally lift and/or move up to 40 pounds.
- D. Frequently lift and/or move up to 10 pounds.
- E. Use hands to finger, handle, feel, grip, and type.
- F. Reach, push, and pull with hands and arms.
- G. Talk and hear in person and via use of telephone.
- H. Specific vision abilities include close and distance vision, as well as depth perception.
- I. Travel independently to other County properties to perform assigned responsibilities.

V. Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this position. While performing the duties of this job, the employee is subject to the following working conditions:

- A. Mostly inside environmental conditions, except when outside traveling between various buildings/locations in Kendall County to perform assigned duties.
- B. The noise level in the work environment is usually quiet to moderately quiet.
- C. The employee may be exposed to stressful and difficult situations while working with users, law enforcement, County staff, elected officials, vendors, and the general public.
- D. The employee may be required to provide their own transportation to travel to and from the worksite location and other County properties.

By signing my name below, I hereby affirm that I received a copy of this job description.

Employee's Receipt of Acknowledgement & Signature

Date

Signature of Supervisor

Date

cc: personnel file, employee

APPROVED HEADCOUNT

Administrator: 4

Facilities: 9

Animal Control: 7

Human Resources: 3

County Board: 10

Info & Comm. Tech/GIS: 12

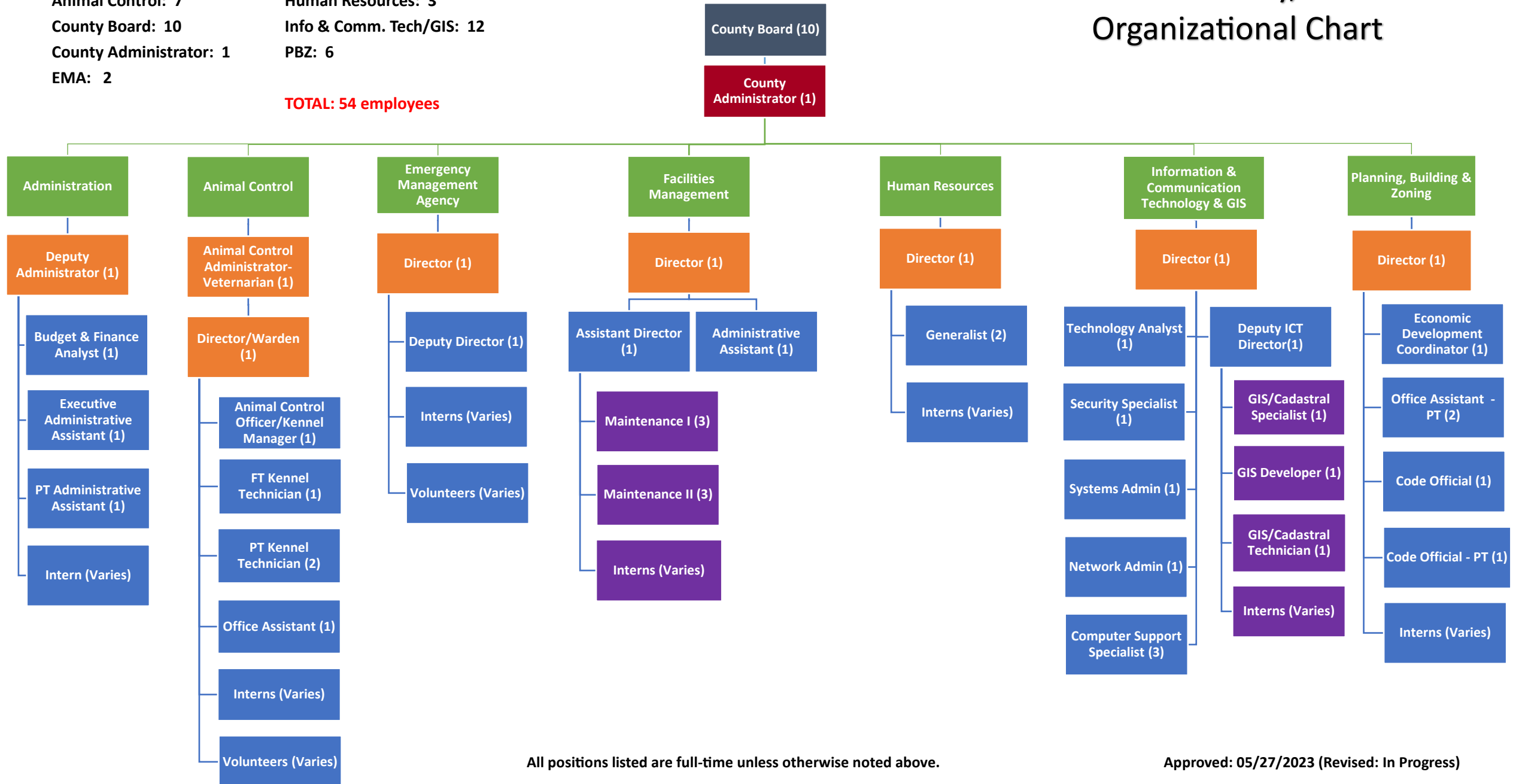
County Administrator: 1

PBZ: 6

EMA: 2

TOTAL: 54 employees

Kendall County, Illinois Organizational Chart



All positions listed are full-time unless otherwise noted above.

Approved: 05/27/2023 (Revised: In Progress)

Kendall County Job Description

TITLE: Intern
DEPARTMENT: Animal Control
SUPERVISED BY: Director and Animal Control Officer/Kennel Manager
FULL TIME/PART TIME: Part Time (Hours vary)
FLSA STATUS: Non-Exempt
APPROVED/REVISED: In Progress

I. Position Summary:

This internship provides support to the Animal Control Department. During the internship, the intern will gain hands on experience in a broad range of services provided by the Animal Control Department. Under the supervision of the Director, as well as Animal Control Officer/Kennel Manager, this position is responsible for assisting the Animal Control staff with a variety of tasks in the Animal Control Department for educational purposes and field experience. This internship is unpaid and eligible for school credit.

II. Essential Duties and Responsibilities:

The essential duties for this internship include, but are not limited to the following:

- A. Cleans and maintains the animal shelter.
- B. Performs routine maintenance of the animals in the shelter, including cleaning, feeding, water, etc.
- C. Administers vaccines, microchips, and medications to animals.
- D. Assists with intake, adoptions and reclaims of animals.
- E. Answers telephones and performs other customer service activities.
- F. Assists with behavioral assessments of animals (SAFER).
- G. Reports to the Director or ACO/Kennel Manager, any medical or behavioral concerns involving animals in Kendall County's care.
- H. Performs other duties and responsibilities as assigned.

III. Qualifications:

To perform this internship successfully, an individual must be able to perform all essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required for the internship:

- A. Language Skills:**
 - 1. Ability to research, read, and interpret documents and simple instructions.
 - 2. Ability to prepare documents and correspondence.
 - 3. Ability to present information and communicate effectively both orally and in writing with County staff, County officials, and the general public.
 - 4. Requires proficient knowledge of the English language, spelling and grammar and ability to alphabetize.

- B. Mathematical Skills:**
 - 1. Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
 - 2. Ability to compute rate, ratio, and percentages.
 - 3. Ability to assist with preparation and analysis of statistical data/reports.

Kendall County Job Description

C. Reasoning Ability:

1. Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
2. Ability to deal with problems involving several concrete variables in standardized situations.
3. Ability to understand and explain Animal Control procedures and policies.

D. Certificates, Licenses, and Registrations:

1. Current and valid driver's license is preferred.

E. Other Skills, Knowledge, and Abilities:

1. Ability to become familiar with animal control specific terminology.
2. Comply with all applicable state and federal laws and regulations.
3. Comply with all state and county policies and procedures.
4. Maintain best practices for animal handling skills, animal behavior and animal care.
5. Ability to build teamwork; organizes, prioritizes, and performs multiple tasks in a timely manner.
6. Has integrity and willingness to learn.
7. Proven time management skills and able to meet deadlines.
8. The ability to display a positive, cooperative, professional, confident, and team orientated attitude.
9. The ability to follow guidance and work independently.
10. Can work under pressure and stressful situations.

F. Education and Experience:

1. At least 16 years of age or older; and
2. Either currently enrolled or recently graduated (i.e., within the three (3) months prior to submission of an internship application) from one of the following: high school, or an associate's degree program, undergraduate degree program, or graduate school program at an accredited college or university.

IV. Physical Demands:

While performing the duties of this internship, the intern must be able to:

- A.** Frequently sit for long periods of time at a desk or in meetings.
- B.** Occasionally lift and/or move up to 50 pounds.
- C.** Frequently lift and/or move up to 10 pounds.
- D.** Use hands to finger, handle, feel, grip, and type.
- E.** Reach, push, and pull with hands and arms.
- F.** Talk and hear in person and via use of telephone.
- G.** Specific vision abilities include close and distance vision, as well as depth perception.
- H.** Travel independently to other County properties to perform assigned responsibilities.

Kendall County Job Description

V. Work Environment:

The work environment characteristics described here are representative of those an intern encounters during this internship. While performing the duties of this internship, an intern may be subject to the following working conditions:

- A.** Inside and outside environmental conditions.
- B.** The noise level in the work environment ranges from moderate to noisy.
- C.** The intern may be exposed to stressful and difficult situations while working with users, law enforcement, County staff, elected officials, vendors, and the general public.
- D.** The intern will be continuously exposed to animals, animal noises, hair/dander, and smells.

By signing my name below, I hereby affirm that I received a copy of this job description.

Intern's Receipt of Acknowledgement & Signature

Date

Signature of Supervisor

Date

cc: personnel file, intern

Section 2.1	Policy Against Unlawful Discrimination, Harassment And Sexual Misconduct
<u>Effective Date:</u> 09/01/2022	<u>Source Doc/Dep.:</u> None/HR
<u>Last Amended Date:</u> <u>TBD</u>	

Section 2.1 POLICY AGAINST UNLAWFUL DISCRIMINATION, HARASSMENT AND SEXUAL MISCONDUCT

A. STATEMENT OF POLICY

The Employer is fully committed to a policy of equal employment. The Employer will not tolerate or condone unlawful discrimination or unlawful harassment on the basis of creed, genetic information, or arrest record, or actual or perceived race, color, religion, sex, sexual orientation as defined by 775 ILCS 5/1-103(0-1) and any other applicable law, pregnancy, childbirth, medical or common conditions relating to pregnancy and childbirth, national origin, age, physical or mental disability, ancestry, marital status, military status, unfavorable discharge from military service, order of protection status, citizenship status or any other classification protected under federal or state law. For purposes of this policy, race includes, but it not limited to traits associated with race, including but not limited to hair texture and protective hairstyles such as braids, locks, and twists. Sexual misconduct is also prohibited. The Employer will neither tolerate nor condone unlawful discrimination, harassment or sexual misconduct by employees, managers, supervisors, elected officials, co-workers, or non-employees with whom the Employer has a business, service, or professional relationship. For purposes of this policy only, “employee” includes any employee performing work, an apprentice, an applicant for apprenticeship, or an intern.

As set forth above, unlawful sexual harassment and sexual misconduct are prohibited. Unlawful sexual harassment includes unwelcome sexual advances, requests for sexual favors, or any other visual, verbal, or physical conduct of a sexual nature when:

- Submission to or rejection of this conduct explicitly or implicitly affects a term or condition of individual’s employment;
- Submission to or rejection of the conduct is used as the basis for an employment decision affecting the harassed employee or;
- Unlawful harassment has the purpose or effect of unreasonably interfering with the employee’s work performance or creating an intimidating, hostile or offensive work environment because of the persistent, severe, or pervasive nature of the conduct.

Unlawful sexual harassment can occur in a variety of circumstances, including but not limited to the following:

- The employee as well as the harasser may be a woman or a man. The employee does not have to be of the opposite sex.
- The harasser can be the employee's supervisor, an agent of the employer, a supervisor in another area, a co-worker, or a non-employee.
- The employee does not have to be the person harassed but could be anyone affected by the offensive conduct.
- Unlawful sexual harassment may occur without economic injury to or discharge of the employee.
- The harasser's conduct must be unwelcomed.

Each employee must exercise their own good judgment to avoid engaging in conduct that may be perceived by others as unlawful sexual harassment or unlawful harassment based on any other status protected by law. The following are illustrations of actions that the Employer deems inappropriate and in violation of our policy:

- Unwanted sexual advances;
- Offering employment benefits in exchange for sexual favors;
- Visual conduct such as leering, making sexual gestures, displaying sexually suggestive objects or pictures, cartoons, calendars, or posters;
- Verbal conduct such as making derogatory comments, using epithets or slurs, making sexually explicit jokes or suggestive comments about a person's body or dress;
- Written or electronic communications of a sexual nature or containing statements or images which may be offensive to individuals in a particular protected group, such as racial or ethnic stereotypes or stereotypes about disabled individuals; or
- Physical conduct such as unwanted touching, assaulting, impeding, or blocking movements.

Sexual misconduct is strictly prohibited by the Employer. Sexual misconduct can include any inappropriate and/or illegal conduct of a sexual nature including, but not limited to, sexual abuse, sexual exploitation, sexual intimidation, rape, sexual assault, or ANY sexual contact or sexual communications with a minor (including, but not limited to, conduct or communications which are written, electronic, verbal, visual, virtual, or physical).

B. RESPONSIBILITIES

1. Supervisors

Each supervisor shall be responsible for ensuring compliance with this policy, including the following:

1. Monitoring the workplace environment for signs of unlawful discrimination, unlawful harassment, or sexual misconduct;

2. Immediately notifying their Executive and law enforcement where there is reasonable belief that the observed or complained of conduct violates the criminal laws of the State of Illinois;
3. Immediately notifying the Department of Children and Family Services (DCFS) Hotline (1-800-25-ABUSE or 1-800-252-2873) if the observed or complained of conduct involves the abuse of a minor;
4. Immediately stopping any observed acts of unlawful discrimination, unlawful harassment or sexual misconduct and taking appropriate steps to intervene, whether or not the involved employees are within his/hers/their line of supervision;
5. Immediately reporting any complaint of unlawful harassment, unlawful discrimination, or sexual misconduct pursuant to the procedure set forth below; and
6. Taking immediate action to limit the work contact between the individuals when there has been a complaint of unlawful discrimination, unlawful harassment, or sexual misconduct, pending investigation.

2. Employees

Each employee is responsible for assisting in the prevention of unlawful discrimination, unlawful harassment, and sexual misconduct through the following acts:

1. Refraining from participation in, or encouragement of, actions that could be perceived as unlawful discrimination, unlawful harassment, or sexual misconduct;
2. Immediately reporting any violations of this policy pursuant to the procedure set forth below, law enforcement (if appropriate under the circumstances), and/or the Illinois Department of Children and Family Services (if appropriate under the circumstances). Employees are obligated to report violations of this policy as soon as they occur. An employee should not wait until the conduct becomes unbearable before reporting the prohibited conduct. All employees are obligated to report instances of prohibited conduct even if the conduct is merely observed and directed toward another individual and even if the other person does not appear to be bothered or offended by the conduct. All employees are obligated to report instances of prohibited conduct regardless of the identity of the alleged offender (e.g., man, woman, supervisor, elected official, co-worker, volunteer, vendor, member of public).

3. Encouraging any employee who confides that he/she/they are the victim of conduct in violation of this policy to report these acts pursuant to the procedure set forth below.

Failure to take action to stop known unlawful discrimination, unlawful harassment or sexual misconduct may be grounds for discipline up to and including termination of employment.

There is a clear line in most cases between a mutual attraction and a consensual exchange and unwelcome behavior or pressure for an intimate relationship. A friendly interaction between two persons who are receptive to one another is not considered unwelcome or harassment. Employees are free to form social relationships of their own choosing. However, when one employee is pursuing or forcing a relationship upon another who does not like or want it, regardless of friendly intentions, the behavior is unwelcome sexual behavior. An employee confronted with these actions is encouraged to inform the harasser that such behavior is offensive and must stop. You should assume that sexual comments are unwelcome unless you have clear unequivocal indications to the contrary. In other words, another person does not have to tell you to stop for your conduct to be harassment and unwelcome. Sexual communications and sexual contact with a minor are ALWAYS prohibited.

If another person advises you that your behavior is offensive and violates this policy, you must immediately stop the behavior, regardless of whether you agree with the person's perceptions of your intentions.

The Employer does not consider conduct in violation of this policy to be within the course and scope of employment and does not sanction such conduct on the part of any employee, including supervisory and management employees.

C. COMPLAINT PROCEDURES

The Employer takes allegations of unlawful discrimination, unlawful harassment, and sexual misconduct very seriously. It will actively investigate all complaints.

It is helpful for the employee to first directly inform the offending individual that the conduct is unwelcome and must stop. The employee should use the Employer's following complaint procedure to advise their Executive of any violation of this policy as soon as it occurs:

1. **Bringing a Complaint**

Any employee who believes that there has been a violation of this policy must bring the matter forward in one of the following ways:

1. The employee should file their complaint to any one or more of the following individuals: the employee's immediate supervisor, Executive, Kendall

County's Ethics Officer and/or their designee, and/or Kendall County's Inspector General. **For purposes of this policy, Kendall County's Ethics Officer is the Kendall County Administrator.** The employee may contact the County Administrator ~~in person, by email or phone~~ at the Kendall County Office Building 111 W. Fox St. Suite 316 Yorkville, Illinois 60560, or (630) 553-4171. skeoppel@kendallcountyil.gov

2. **If the alleged offender is the County Administrator:** the employee should file their complaint with the Kendall County Inspector General who shall act as Kendall County's Ethics Officer for all complaints made pursuant to this policy against the County Administrator. The employee may contact the Kendall County Inspector General ~~in person, by email or phone~~ at the Kendall County Sheriff's Office, 1102 Cornell Lane, Yorkville, Illinois 60560, Llapp@kendallcountyil.gov, or 630-381-9549 . The Inspector General shall inform the County Board Chairperson of any complaints against the County Administrator. In the event the Inspector General receives a complaint made pursuant to this policy against anyone other than the County Administrator, the Kendall County Inspector General will forward the complaint to Kendall County's Ethics Officer (i.e., the County Administrator).

The employee should present their complaint as promptly as possible after the alleged violation of this policy occurs. While not required, The Employer encourages anyone who makes a complaint under this policy to submit their complaint in writing and attach any pertinent records to their complaint. This will assist Kendall County's Ethics Officer to oversee a prompt and thorough investigation.

2. Resolution of a Complaint

All complaints received pursuant to this policy shall be forwarded to Kendall County's Ethics Officer. Kendall County's Ethics Officer shall be responsible for overseeing all investigations of complaints made pursuant to this policy. Kendall County's Ethics Officer reserves the right to designate the Inspector General and/or another individual (other than the alleged offender) to assist Kendall County's Ethics Officer with the investigation of complaints received. Kendall County's Ethics Officer will take steps to ensure that complaints made are kept confidential to the extent permissible under the law.

Promptly after a complaint is received, the Employer will undertake such investigation, corrective and preventative actions as are appropriate. In general, the procedure in resolving any complaints made pursuant to this policy can (but will not necessarily) include any of the following items:

1. A meeting between the employee making the complaint and an individual designated by Kendall County's Ethics Officer to investigate such complaints (hereinafter referred to as "the investigator"). Important data to be provided by the complaining employee includes the following:

- a. A description of the specific offensive conduct;
 - b. Identification of all person(s) who engaged in the conduct;
 - c. The location where the conduct occurred;
 - d. The time when the conduct occurred;
 - e. Whether there were any witnesses to the conduct and, if so, the identities of all such witnesses;
 - f. Whether conduct of a similar nature has occurred on prior occasions and, if so, when and who witnessed the prior conduct;
 - g. Whether there are any documents that would support the complaining employee's allegations and, if so, provide a copy of said documents to the investigator; and
 - h. What impact the conduct had on the complaining employee.
2. *While not required, the Employer encourages anyone who makes a complaint under this policy to provide a written statement setting forth the above details and attaching any pertinent records to their complaint.*
 3. After a complaint is submitted by the employee, the alleged offending individual should be contacted by the investigator. The alleged offending individual should be advised of the charges brought against them. At some point during the investigation, the alleged offending individual should have an opportunity to explain their side of the circumstances, and may submit a written statement, if desired.
 4. Any witnesses identified by either the complaining employee or the alleged offending individual may be interviewed separately by the investigator.
 5. The investigator and/or their designee shall be responsible for gathering all documents and witness statements the investigator, in their sole discretion, deems necessary for the investigations. An employee's refusal to cooperate with the investigation will be deemed a violation of this policy.
 6. When investigating alleged violations of this policy, the investigator will look at the whole record including, but not limited to, the nature of the allegations, the context in which the alleged incidents occurred, and the statements of the parties and witnesses. A determination on the allegations is made from the facts on a case-by-case basis.

7. Once this investigation is completed, the investigator will provide an investigation summary to the Employer. The Employer will take such action as is appropriate based upon the information obtained in the investigation. In the event that the Employer finds merit in the charges made by the complaining employee, disciplinary action will be taken against the offending employee. This disciplinary action may, but need not necessarily, include:
 - a. Verbal or written reprimand;
 - b. Placing the offending employee on a corrective action plan for a period of time to be identified;
 - c. Delay in pay increases or promotions;
 - d. Suspending the offending employee from work without pay;
 - e. Demotion; and/or
 - f. Immediate termination.

If appropriate, the Employer will take other remedial action, as needed, to address any other concerns or issues raised in the investigation summary.

7. Upon completion of the investigation, the Employer will advise the complaining employee of the results of the investigation.

D. NON-RETALIATION

Under no circumstances will there be any retaliation against any employee (a) for making a complaint of unlawful discrimination, unlawful harassment, or sexual misconduct pursuant to this policy; (b) for engaging in protected activity under the Illinois Human Rights Act (775 ILCS 5/1 *et seq.*); and/or (c) for engaging in protected activity under the State Officials and Employees Ethics Act (5 ILCS 430/1 *et seq.*).

Also, pursuant to the Illinois Whistleblower Act (740 ILCS 174/1 *et seq.*), the Employer is prohibited from retaliating against any employee who (a) discloses information in a court proceeding, and administrative hearing, or before a legislative commission or committee, or in any other proceeding where the employee has reasonable cause to believe that the information discloses a violation of a state or federal law, rule or regulations; (b) refuses to participate in an activity that would result in a violation of a state or federal law, rule or regulation, including but not limited to violations of the Freedom of Information Act; and (c) is disclosing or attempting to disclose public corruption or wrongdoing.

Any act of retaliation by any party directed against a complaining employee, an accused employee, witnesses, or participants in the process will be treated as a separate and

distinct charge and will be similar investigated. Complaints of retaliation should be brought to the attention of the Employer pursuant to the complaint procedures set forth above in this policy. The employee should present the complaint of alleged retaliation as promptly as possible after the alleged retaliation occurs.

E. DISCIPLINE, FINES AND PENALTIES

In addition to any and all other discipline that may be applicable pursuant to the Employer's policies and procedures, any person who violates the prohibition on sexual harassment contained in 5 ILCS 430/5-65, may be subject to a fine of up to \$5,000 per offense, applicable discipline or discharge by the Employer and any applicable fines and penalties established pursuant to any applicable local ordinance, state law or federal law. Each violation may constitute a separate offense. Any discipline imposed by the Employer shall be separate and distinct from any penalty imposed by an ethics commission and any fines or penalties imposed by a court of law or a state or federal agency.

F. FALSE REPORTS PROHIBITED

It is a violation of this policy for an employee to knowingly make a false report of unlawful discrimination, unlawful harassment, sexual misconduct, or retaliation. An employee who is found to have knowingly made a false report is subject to disciplinary action up to and including termination of employment.

G. ADDITIONAL RESOURCES

If you have any questions concerning the Employer's policies on this matter, please see your immediate supervisor, Executive, the County Administrator, and/or Kendall County's Inspector General. Also, information may also be obtained from the Illinois Department of Human Rights (IDHR), 312-814-6200 or the U.S. Equal Employment Opportunity Commission (EEOC), 800-669-4000. Confidential reports of unlawful harassment or unlawful discrimination may also be filed with these agencies. For matters involving the abuse of minors, the Illinois Department of Children and Family Services (DCFS) may be contacted by dialing 800-25-ABUSE.

Section 4.12	Identity Protection Policy
<u>Effective Date:</u> 09/01/2022	<u>Source Doc/Dep.:</u> None/HR
<u>Last Amended Date:</u> TBD	

Section 4.12 IDENTITY PROTECTION POLICY

The Employer adopts this Identity-Protection Policy pursuant to the Identity Protection Act. 5 ILCS 179/1 *et seq.* The Identity Protection Act requires each local and State government agency to draft, approve, and implement an Identity-Protection Policy to ensure the confidentiality and integrity of Social Security numbers (SSNs) agencies collect, maintain, and use.

A. SSN Protections Pursuant to State Law

Whenever an individual is asked to provide the Employer with a SSN, the Employer shall provide that individual with a statement of the purpose or purposes for which the Employer is collecting and using the Social Security number. The Employer shall also provide the statement of purpose upon request. That Statement of Purpose is attached to this Policy.

THE EMPLOYER SHALL NOT:

1. Publicly post or publicly display in any manner an individual’s SSN. “Publicly post” or “publicly display” means to intentionally communicate or otherwise intentionally make available to the general public.
2. Print an individual’s SSN on any card required for the individual to access products or services provided by the person or entity.
3. Require an individual to transmit a SSN over the Internet, unless the connection is secure or the SSN is encrypted.
4. Print an individual’s SSN on any materials that are mailed to the individual, through the U.S. Postal Service, any private mail service, electronic mail, or any similar method of delivery, unless state or federal law requires the SSN to be on the document to be mailed. SSNs may be included in applications and forms sent by mail, including, but not limited to, any material mailed in connection with the administration of the Unemployment Insurance Act, any material mailed in connection with any tax administered by the Department of Revenue, and documents sent as part of an application or enrollment process or to establish, amend, or terminate an account, contract, or policy or to confirm the accuracy of the SSN. A SSN that is permissibly mailed will not be printed, in whole or in part, on a postcard or other mailer that does not require an envelope or be visible on an envelope without the envelope having

been opened.

In addition, the Employer shall not:

1. Collect, use, or disclose a SSN from an individual, unless:
 - a) Required to do so under state or federal law, rules, or regulations, or the collection, use, or disclosure of the SSN is otherwise necessary for the performance of the employee's duties and responsibilities;
 - b) The need and purpose for the SSN is documented before collection of the SSN; and
 - c) The SSN collected is relevant to the documented need and purpose.
2. Require an individual to use their SSN to access an Internet website.
3. Use the SSN for any purpose other than the purpose for which it was collected.

B. Requirement to Redact SSNs

The Employer shall comply with the provisions of any other state law with respect to allowing the public inspection and copying of information or documents containing all or any portion of an individual's SSN. The Employer shall redact SSNs from the information or documents before allowing the public inspection or copying of the information or documents.

When collecting SSNs, the Employer shall request each SSN in a manner that makes the SSN easily redacted if required to be released as part of a public records request. "Redact" means to alter or truncate data so that no more than five sequential digits of a SSN are accessible as part of personal information.

C. Employee Access to Social Security Numbers

Only employees who are required to use or handle information or documents that contain SSNs will have access. All employees who have access to SSNs are trained to protect the confidentiality of SSNs. Training includes instructions on the proper handling of information that contains SSNs from the time of collection through the destruction of the information.

THESE PROHIBITIONS DO NOT APPLY IN THE FOLLOWING CIRCUMSTANCES:

1. The disclosure of SSNs to agents, employees, contractors, or subcontractors of a governmental entity or disclosure by a governmental entity to another governmental entity or its agents, employees, contractors, or subcontractors if disclosure is necessary in order for the entity to perform its duties and responsibilities; and, if

disclosing to a contractor or subcontractor, prior to such disclosure, the governmental entity must first receive from the contractor or subcontractor a copy of the contractor's or subcontractor's policy that sets forth how the requirements imposed under the Identity Protection Act on a governmental entity to protect an individual's SSN will be achieved.

2. The disclosure of SSNs pursuant to a court order, warrant, or subpoena.
3. The collection, use, or disclosure of SSNs in order to ensure the safety of: State and local government employees; persons committed to correctional facilities, local jails, and other law-enforcement facilities or retention centers; wards of the State; and all persons working in or visiting a State or local government agency facility.
4. The collection, use, or disclosure of SSNs for internal verification or administrative purposes.
5. The disclosure of SSNs to any entity for the collection of delinquent child support or of any State debt or to a governmental agency to assist with an investigation or the prevention of fraud.
6. The collection or use of SSNs to investigate or prevent fraud, to conduct background checks, to collect a debt, to obtain a credit report from a consumer reporting agency under the federal Fair Credit Reporting Act, to undertake any permissible purpose that is enumerated under the federal Gramm Leach Bliley Act, or to locate a missing person, a lost relative, or a person who is due a benefit, such as a pension benefit or an unclaimed property benefit.

D. Statement of Purpose for Collection of Social Security Numbers

The Identity Protection Act, 5 ILCS 179/1, *et seq.*, requires each local and State government agency to draft, approve, and implement an Identity-Protection Policy that includes a statement of the purpose or purposes for which the agency is collecting and using an individual's Social Security number (SSN). This statement of purpose is being provided to you because you have been asked by Kendall County to provide your SSN or because you requested a copy of this statement.

WHY DO WE COLLECT YOUR SSN?

You are being asked for your SSN for one or more of the following reasons:

- The SSN is included in mortgage documents;
- The SSN is included in a lien filed against a piece of property;
- The SSN is included in other property records filed with the County;
- Vital records;
- Criminal background checks and internal verification;
- Billing purposes;
- Compliant mediation or investigation;
- Vendor services, such as executing contracts and/or billing;

- Internal verification;
- Administrative services; and/or

WHAT DO WE DO WITH YOUR SSN?

- We will only use your SSN for the purpose for which it was collected.
- We will not:
 - Sell, lease, loan, trade, or rent your SSN to a third party for any purpose;
 - Publicly post or publicly display your SSN;
 - Print your SSN on any card required for you to access our services;
 - Require you to transmit your SSN over the Internet, unless the connection is secure or your SSN is encrypted; or
 - Print your SSN on any materials that are mailed to you, unless state or federal law requires that number to be on documents mailed to you, or unless we are confirming the accuracy of your SSN.

QUESTIONS OR COMPLAINTS ABOUT THIS STATEMENT OF PURPOSE?

Please submit your questions or complaints in writing to: Kendall County, Illinois, Attention: ~~Scott Koeppel~~, County Administrator, 111 West Fox Street, Yorkville, Illinois 60560.



Kendall County Agenda Briefing

Committee:

Meeting Date:

Amount:

Budget:

Issue:

Background and Discussion:

Committee Action:

Staff Recommendation:

Prepared by:

Department:

Date:



**KENDALL COUNTY
COMPREHENSIVE NOXIOUS WEED WORK PLAN
2024**

As required by the Illinois Noxious Weed Law (505 ILCS 100), the County of Kendall submits the following Comprehensive Work Plan for calendar year 2024.

Kendall County shall engage in the following activities:

1. Continuously work with residents, property owners, municipalities, townships, other counties, and Federal and State agencies to identify, investigate, control and eliminate noxious weeds found within the County.
2. In the event that the location of a noxious weed is reported on private property or property not owned by Kendall County, the County shall forward the complaint to the local municipality and/or township. The local municipality and/or township shall be the lead agency for investigating and resolving the issue. The municipality or township shall follow applicable laws to resolve the issue.
3. Monitor County owned properties and rights-of-way as part of general property maintenance. If noxious weeds are found on County owned property, the County shall take steps to eradicate the weeds and include the information in its annual noxious weed report to the State.
4. Work with local municipalities and townships to track and report noxious weed allegations and incidents for inclusion in the annual noxious weed report to the State. The County will ask each municipality and township for a summary of activities related to the eradication of noxious weeds for inclusion in the annual noxious weed report to the State.
5. Publish the General Notice at least one time annually in a newspaper of general circulation in Kendall County. The General Notice shall be published in the first quarter of the year upon approval of the County Board.
6. Advise persons responsible for controlling and eradicating noxious weeds of the best and most practical methods for noxious weed control and eradication.
7. Complete applicable reports as required by State law.

This Comprehensive Work Plan was approved by the Kendall County Board on October 17, 2023.

Respectively Submitted,

Matt Kellogg
Kendall County Board Chairman

Date

KENDALL COUNTY SHERIFF'S OFFICE

MONTH-END REPORT



SEPTEMBER

2023

Submitted by: Sheriff Dwight A. Baird

OPERATIONS DIVISION

POLICE SERVICES	September-21	September-22	August-23	September-23
Calls for Service	722	746	761	715
Police Reports	328	358	363	353
Total Arrests	42	127	137	162
Ordinance Citations Issued	1	0	2	0
TRAFFIC SERVICES				
Traffic Contacts	198	609	700	648
Traffic Citations Issued	77	286	329	253
DUI Arrests	5	8	6	4
TRAFFIC CRASH INVESTIGATIONS				
Property Damage	29	36	38	27
Personal Injury	10	11	14	15
Fatalities	1	1	0	0
TOTAL CRASH INVESTIGATIONS	40	48	52	42
VEHICLE USAGE				
Total Miles Driven by Sheriff's Office	49,105	48,123	64,357	56,622
Vehicle Maintenance Expenditures	\$5,489	\$4,336	\$3,777	\$0
Fuel Expenditures	\$10,482	\$15,288	\$16,913	\$15,477
Fuel Gallons Purchased	3,515	4,276	4,579	4,033
Squad Damage Reports		0	0	1
AUXILIARY DEPUTIES				
Ride-A-Long Hours	0	10	0	0
Auxiliary Hours	21	102	79	97
TOTAL AUXILIARY HOURS	21	112	79	97
EVIDENCE/PROPERTY ROOM				
New Items into Property Room	101	151	161	121
Disposal Orders Processed	53	26	30	44
Items Disposed Of	144	189	59	127
Items Sent to Crime Lab for Processing	13	10	5	49
INVESTIGATIONS/COPS ACTIVITIES				
Total Assigned Cases (Patrol/Invest)	30	35	16	19
Total Closed Cases (Patrol/Invest)	19	33	38	24
Total Open Cases (Patrol/Invest)	137	79	90	85
Community Policing Meetings/Presentations	24	32	31	38
Sex Offender / Violent Offenders Against Youth Registrations				
Sex Offender Registrations	12	15	11	15
Sex Offender - Address Verifications Completed	0	0	1	0
Sex Offender - Address Verification Attempted	0	0	2	0
Total # of Sex Offenders- Jurisdiction	33	29	34	32
Total # of Sex Offenders- Entire County	91	86	90	86
Violent Offenders Against Youth Registrations	1	2	3	3
VOAY - Address Verification Completed	0	0	0	0
VOAY - Address Verification Attempted	0	0	0	0
Total # of VOAY- Jurisdiction	7	8	7	7
Total # of VOAY- Entire County	27	24	23	27

RECORDS DIVISION

SHERIFF SALES	September-21	September-22	August-23	September-23
Sales Scheduled	21	11	10	17
Sales Cancelled	16	9	4	10
Sales Conducted	5	2	6	7

CIVIL PAPERWORK

Papers Filed/Received	147	131	159	132
Papers Served/Executed	111	105	117	112

REPLEVINS/LEVY

Replevin/Levy Scheduled	0	0	0	1
Replevin/Levy Conducted	0	0	0	1

SA, SUBPOENA &FOIA REQUESTS

Electronic and Recording Copy Requests	58	96	96	66
Accident Reports	27	26	21	16
Background Checks	16	29	22	28
Incidents	68	80	72	71
Subpoenas	2	1	2	4
TOTAL REQUESTS	171	232	213	185

WARRANTS

Total Warrants on File	1,752	1,718	1,363	1,314
New Warrants Issued	115	132	143	133
Total Warrants Served	83	115	177	141
Warrants Quashed	21	17	38	41

EVICCTIONS

Evictions Scheduled for Month	3	8	13	16
Evictions Cancelled	0	3	4	11
Evictions Conducted	3	5	9	5

FEES

Civil Process Fees	\$1,750	\$6,006	\$7,091	\$4,934
Sheriff Sales Fees	\$300	\$2,400	\$4,800	\$3,600
Records Fees/Fingerprinting	\$320	\$265	\$70	\$75
Bond Processing Fees	\$2,117	\$1,674	\$6,056	\$4,418
TOTAL FEES COLLECTED	\$4,487	\$10,344	\$18,016	\$13,027

CORRECTIONS DIVISION**JAIL POPULATION**

New Intake Bookings	163	188	190	207
Inmates Released	157	180	181	197
Federal Inmate ADP	62	20	15	13
Kendall County Inmate ADP	70	70	56	60
Other Jurisdictions Inmate ADP	12	3	4	6
Average Daily Population	144	93	75	79
ADP of inmates housed in other Jurisdictions		11	5	6

JAIL MEALS

Number of Meals Prepared Consolidated/Aramark	12,523	19,631	7,055	7,232
Price Per Meal	\$1.33	\$2.23	\$3.07	\$3.08

INMATE TRANSPORTS	September-21	September-22	August-23	September-23
To and From Kendall County Courthouse	17	63	54	52
Other County Court Transports	2	3	8	4
Out of County Prisoner Pickups	11	8	14	9
To I.D.O.C	1	2	4	2
Medical/Dental Transports	2	6	5	6
Court ordered medical transports	1	1	0	0
Juvenile To and From Youth Homes/Courts	12	13	10	14
Federal Transports	19	9	6	4
To and From Kane County Jail		20	14	3
TOTAL INMATE TRANSPORTS	65	125	115	94

INMATE WORK CREWS				
Number of Inmates	2	0	0	0
Number of Locations	1	0	0	0
Total Hours Worked	7	0	0	0

REVENUE				
Amount Invoiced for Inmates Housed for Other Juris.	\$25,200	\$3,080	\$2,325	\$2,250
Amount Invoiced for Federal Housing	\$148,720	\$47,920	\$42,780	\$36,156
Amount Invoiced for Federal Court Transport	\$6,893	\$3,736	\$2,380	\$693
Amount Invoiced for Federal Medical Transport	\$1,544	\$215	\$261	\$291
TOTAL INVOICED	\$182,357	\$54,952	\$47,746	\$39,390

MEDICAL BILLING				
Medical Contractual Services	\$18,716	\$20,809	\$21,917	\$21,917
Prescriptions	\$4,016	\$2,545	\$1,541	\$1,441
Medical	\$143	\$1,158	\$1,505	\$394
Dental	\$0	\$0	\$0	\$0
Emergency Medical Services	\$0	\$1,123	\$88	\$44
Medical Supplies	\$468	\$381	\$743	\$159
TOTAL MEDICAL BILLING	\$23,342	\$26,016	\$25,793	\$23,955

Housing Expense				
Kane County Jail		\$17,250	\$11,925	\$4,275
TOTAL HOUSING EXPENSE		\$17,250	\$11,925	\$4,275

Outstanding FTA Fees				
FTA Fees- Outstanding	\$225	\$975	\$750	\$600

COURT SECURITY				
Entries	9,371	10,269	11,818	10,460
Items X-rayed	3,887	4,443	4,544	4,434
Bond Call - In Person	8	3	4	105
Bond Call - Video	44	57	54	26
Kendall Prisoners	57	81	81	73
Other Prisoners	3	10	22	16
Arrests made at Courthouse	25	28	23	29
Contraband Refused	47	53	59	46

ELECTRONIC HOME MONITORING

TOTAL DEFENDANTS ORDERED TO EHM				
Juvenile	8	6	4	5
Adult	58	72	79	79
TOTAL PARTICIPANTS	66	78	83	84

Orders	September-21	September-22	August-23	September-23
Presentenced	62	69	74	73
Bischof	39	31	32	36
Post Sentenced	4	9	9	11

Days Defendants Served on EHM				
Juvenile	134	163	124	95
Adult	1,571	1,984	2,225	2,207
TOTAL DAYS	1,705	2,147	2,349	2,302

EHM VIOLATIONS				
Juvenile	0	3	0	1
Adult	27	10	7	4
TOTAL VIOLATIONS	27	13	12	5

COST vs. COLLECTIONS				
Cost	\$4,484	\$5,647	\$6,178	\$6,054
Collected	\$3,335	\$5,431	\$2,054	\$2,274

KCSO TRAINING

CORRECTIONS DIVISION				
NATURE OF TRAINING				
Airborne & Bloodborne Pathogens				2
Annual Mandatory Firearms Quals				3.5
CERT Range Day				25
CourtSmart				0.5
Drug & Alcohol Awareness				1
Drug Withdrawal in Jail				2
FBI LEEDA ELI				56
Firearms Restraining Order Act Awareness				1
Ground Fighting Control Tactics: Vehicle Extractions				8
Inmate Record Keeping				15
Jail Release Procedures				14
LEADS LTFA				4
Lexipol DTB's				18
OC Pepper Spray				24
Responding to Emergencies 1				4
Responding to Emergencies 2				4
Rifle Qual				5
Suburban & Collar County Gang Awareness				8
Taser X2 Re-Cert				44
WRAP Restraint				24
TOTAL HOURS	14.00	390.00	267.25	263.00

OPERATIONS DIVISION				
NATURE OF TRAINING				
A Review of Use of Force w/ a Firearm				0.5
Alco-Sensor Online				1
Annual Mandatory Firearms Qualification				4
Bloodstain Evidence Workshop				8
Communicating Eff/Prof w/ LGBTI Offenders				1
CourtSmart				14
Emergency Medical Response				2
Firearms Restraining Orders Act Awareness				3
Ground Fighting Control Tactics: Vehicle Extractions				8
ILACP Investigating & Prosecuting Violent Crime in Federal				1.25
ILACP Legal Update				2
LEADS LTFA				8
LEADS Re-Cert				1.5

Lexipol DTB's					27.75
Management of FTO Programs					8
Mental Health Awareness					15
Off Duty Qual					4
Officer Stress Management					3
Rifle Qualification					4
Roll Call Training					6
Tactical Shoot					252
TLOC Meeting					5.5
Trauma Informed Response to Sexual Assault/Abuse					8
TOTAL HOURS	0.00	407.00	511.00	387.50	

COURT SECURITY

NATURE OF TRAINING					
CourtSmart					3.5
Inmate Record Keeping					4
Jail Release Procedures					4
LEADS LTFA					4
LEADS Re-Cert					1.5
Lexipol DTB's					5.25
TOTAL HOURS	0.00	13.00	22.75	22.25	

ADMINISTRATION DIVISION

NATURE OF TRAINING					
CourtSmart					0.5
Digital Threat Assessment					8
Field Search Software Training					8
LEADS Re-Cert					1.5
Managing Police Records					7
TOTAL HOURS	0.000	12.500	10.500	25	

AUXILIARY

NATURE OF TRAINING					
Lexipol				4.25	3.25
TOTAL HOURS	0.00	7.00	4.25	3.25	

PART TIMERS

NATURE OF TRAINING					
CourtSmart					1.5
Emergency Medical Response					2
Firearms Restraining Order Act Awareness					1
Lexipol DTB's					3.75
Mental Health Awareness					10
Officer Stress Management					2
Trauma Informed Response to Sexual Assault/Abuse					8
TOTAL HOURS	0.00	12.00	31.50	28.25	

Kendall County Clerk				
Revenue Report		9/1/23-9/30/23	9/1/22-9/30/22	9/1/21-9/30/21
Line Item	Fund	Revenue	Revenue	Revenue
CLKFEE	County Clerk Fees	\$591.50	\$706.00	\$1,181.50
MARFEE	County Clerk Fees - Marriage License	\$2,280.00	\$2,760.00	\$2,790.00
CIVFEE	County Clerk Fees - Civil Union	\$30.00		\$0.00
ASSUME	County Clerk Fees - Assumed Name	\$25.00	\$65.00	\$30.00
CRTCOP	County Clerk Fees - Certified Copy	\$1,666.00	\$2,152.00	\$2,328.00
NOTARY	County Clerk Fees - Notary	\$0.00	\$20.00	\$265.00
MISINC	County Clerk Fees - Misc	\$3.00	\$77.00	\$24.50
	County Clerk Fees - Misc Total	\$4,595.50	\$5,780.00	\$6,619.00
RECFEE	County Clerk Fees - Recording	\$21,609.00	\$25,483.00	\$40,543.00
	Total County Clerk Fees	\$26,204.50	\$31,263.00	\$47,162.00
CTYREV	County Revenue	\$48,644.25	\$53,482.75	\$57,006.75
DCSTOR	Doc Storage	\$12,570.50	\$14,809.00	\$23,874.50
GISMAP	GIS Mapping	\$39,930.00	\$47,010.00	\$75,632.00
GISRCD	GIS Recording	\$2,662.00	\$3,134.00	\$5,042.00
INTRST	Interest	\$89.28	\$37.71	\$27.98
RECMIS	Recorder's Misc	\$706.50	\$3,558.25	\$1,294.50
RHSP	RHSP/Housing Surcharge	\$21,294.00	\$12,708.00	\$21,267.00
TAXCRT	Tax Certificate Fee	\$960.00	\$320.00	\$400.00
TAXFEE	Tax Sale Fees			\$55.00
PSTFEE	Postage Fees			\$0.00
CK # 19740	To KC Treasurer	\$153,061.03	\$166,322.71	\$231,761.73
Death Certificate Surcharge sent from Clerk's office \$792.00 ck # 19738				
Dom Viol Fund sent from Clerk's office \$385.00 ck 19739				

Office of Jill Ferko

Kendall County Treasurer & Collector
111 W. Fox Street Yorkville, IL 60560

Kendall County General Fund

QUICK ANALYSIS OF MAJOR REVENUES AND TOTAL EXPENDITURES
FOR TEN MONTHS ENDED 09/30/2023

<u>REVENUES*</u>	Annual <u>Budget</u>	2023 YTD <u>Actual</u>	2023 YTD% <u>%</u>	2022 YTD <u>Actual</u>	2022 YTD <u>%</u>
Personal Property Repl. Tax	\$915,000	\$927,323	101.35%	\$1,019,144	219.20%
State Income Tax	\$3,158,685	\$3,107,212	98.37%	\$325,798	126.55%
Local Use Tax	\$760,000	\$678,755	89.31%	\$686,478	72.26%
State Sales Tax	\$650,000	\$582,027	89.54%	\$619,796	106.31%
County Clerk Fees	\$350,000	\$233,875	66.82%	\$310,349	88.67%
Circuit Clerk Fees	\$1,050,000	\$1,069,296	101.84%	\$297,606	78.61%
Fines & Foreits/St Atty.	\$250,000	\$350,775	140.31%	\$297,606	108.22%
Building and Zoning	\$80,000	\$87,295	109.12%	\$105,529	140.71%
Interest Income	\$75,000	\$1,192,330	1589.77%	\$169,108	422.77%
Health Insurance - Empl. Ded.	\$1,488,365	\$1,074,181	72.17%	\$1,014,928	63.89%
1/4 Cent Sales Tax	\$3,228,750	\$3,076,607	95.29%	\$2,978,852	92.26%
County Real Estate Transf Tax	\$450,000	\$394,398	87.64%	\$507,151	112.70%
Federal Inmate Revenue	\$584,000	\$358,620	61.41%	\$1,240,640	65.37%
Sheriff Fees	\$113,663	\$97,667	85.93%	\$80,846	70.30%
TOTALS	\$13,153,463	\$13,230,361	100.58%	\$13,270,832	95.87%
Public Safety Sales Tax	\$7,500,000	\$5,461,212	72.82%	\$5,533,300	100.38%
Transportation Sales Tax	\$7,500,000	\$5,461,212	72.82%	\$5,533,300	92.22%

****All Accruals have been completed at this time. So these figures are where we currently stand for FY2023**

*Includes major revenue line items excluding real estate taxes which are to be collected later. To be on Budget after 9 months the revenue and expense should at approxiametly 83.33%

EXPENDITURES

All General Fund Offices/Categories

\$31,803,438 **\$19,584,000** **61.58%** **\$20,566,868** **55.70%**

QUARTER: 3rd YEAR: 2023 COUNTY: KENDALL CIRCUIT: 23rd	REPORT A
	ACTIVITY OF ALL CIVIL CASES

CATEGORY	CODE	BEGINNING OPEN*	NEW FILED	REINSTATED	CLOSED	ADJUSTMENT	ENDING OPEN	INACTIVE	REACTIVATED
ARBITRATION	AR	0	0	0	0	0	0	0	0
CHANCERY	CH	111	7	1	20	0	99	0	0
EMINENT DOMAIN	ED	24	1	0	3	0	22	0	0
EVICITION	EV	108	144	9	158	6	109	0	0
FORECLOSURE	FC	175	44	0	75	0	144	0	0
GOVERNMENT CORPORTATION	GC	0	0	0	0	0	0	0	0
GUARDIANSHIP	GR	16	18	1	23	2	14	0	0
LAW > \$50,000	L	65	0	1	9	2	59	0	0
LAW > \$50,000	LA	121	26	5	17	-3	132	0	0
LAW < \$50,000	LM	150	60	3	64	8	157	0	0
MENTAL HEALTH	MH	0	1	0	1	0	0	0	0
MISCELLANEOUS REMEDY	MR	149	21	0	23	0	147	0	0
MUNICIPAL CORPORATION	MC	0	0	0	0	0	0	5	0
PROBATE	P	121	0	0	16	7	112	0	0
PROBATE	PR	117	24	0	16	0	125	0	0
SMALL CLAIM	SC	520	306	14	295	-9	536	0	0
TAX	TX	28	5	0	15	-5	13	0	0
TOTAL CIVIL		1705	657	34	735	8	1669	5	0

*NOTE: THE NUMBER OF BEGINNING OPEN CASES IS THE SAME NUMBER THAT YOU REPORTED AS YOUR ENDING OPEN CASES FROM THE PREVIOUS QUARTER.

QUARTER: 3rd YEAR: 2023 COUNTY: KENDALL CIRCUIT: 23rd	REPORT B ACTIVITY OF ALL CRIMINAL AND QUASI-CRIMINAL CASES
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TABLE 1											
CATEGORY	CODE	BEGINNING OPEN*	NEW FILED	NO. OF DEFENDANTS NEW FILED	NO. OF COUNTS	REINSTATED	CLOSED	ADJUSTMENT	ENDING OPEN	INACTIVE	REACTIVATED
CRIMINAL FELONY	CF	745	144	144	359	0	142	21	768	10	1
CRIMINAL MISDEMEANOR	CM	672	108	108	168	1	127	22	676	9	1
CONSERVATION VIOLATION	CV	4	1	0	0	0	3	0	2	0	0
DOMESTIC VIOLENCE	DV	135	53	53	118	0	38	-2	148	3	0
DRIVING UNDER THE INFLUENCE	DT	373	63	63	203	0	69	-7	360	3	0
MAJOR TRAFFIC	MT	791	542	542	855	0	500	8	841	22	1
MINOR TRAFFIC	TR	3110	1277	1277	1454	0	1324	12	3075	3	0
ORDINANCE VIOLATION	OV	60	6	6	7	0	3	0	63	0	0
QUASI-CRIMINAL	QC	0	0	0	0	0	0	0	0	0	0
TOTAL CRIMINAL		5890	2194	2193	3164	1	2206	54	5933	50	3

*NOTE: THE NUMBER OF BEGINNING OPEN CASES IS THE SAME NUMBER THAT YOU REPORTED AS YOUR ENDING OPEN CASES FROM THE PREVIOUS QUARTER.

TABLE 2: GUILTY PLEAS RECEIVED BY THE CIRCUIT CLERK PURSUANT TO SUPREME COURT RULES 529, 530 & 531					
CATEGORY	CODE	TOTAL PLEAS OF GUILTY TO THE CLERK	TOTAL PLEAS TO THE CLERK WITH REQUEST FOR SUPERVISION	TOTAL PLEAS OF ELECTRONIC GUILTY	TOTAL PLEAS OF ELECTRONIC GUILTY WITH REQUEST FOR SUPERVISION
CONSERVATION VIOLATION (Rule 530)	CV	2	0	0	0
MINOR TRAFFIC VIOLATION (Rules 529 or 531)	TR	743	539	74	70
TOTALS		745	539	74	70

TABLE 3: REASONS FOR INACTIVE CASES					
CATEGORY	CODE	TOTAL INACTIVE*	WARRANT	SPECIALTY COURT	OTHER
CRIMINAL FELONY	CF	10	6	4	0
CRIMINAL MISDEMEANOR	CM	9	4	5	0
CONSERVATION VIOLATION	CV	0	0	0	0
DOMESTIC VIOLENCE	DV	3	2	1	0
DRIVING UNDER THE INFLUENCE	DT	3	1	2	0
MAJOR TRAFFIC	MT	22	22	0	0
MINOR TRAFFIC	TR	3	3	0	0
ORDINANCE VIOLATION	OV	0	0	0	0
QUASI-CRIMINAL	QC	0	0	0	0
TOTAL INACTIVE CASES		50	38	12	0

NOTE: THE TOTAL INACTIVE IN TABLE 3 SHOULD MATCH THE INACTIVE CASES LISTED IN TABLE 1

QUARTER: 3rd
YEAR: 2023
COUNTY: KENDALL
CIRCUIT: 23rd

REPORT C
ACTIVITY OF ALL FAMILY & JUVENILE CASES

Table 1							
CATEGORY	CODE	BEGINNING OPEN*	NEW FILED	REINSTATED	CLOSED	ADJUSTMENT	ENDING OPEN
ADOPTION	AD	9	7	0	9	0	7
DISSOLUTION OF MARRIAGE	D	56	0	0	23	19	52
DISSOLUTION WITH CHILDREN	DC	161	47	0	50	1	159
DISSOLUTION WITHOUT CHILDREN	DN	103	53	0	52	-2	102
FAMILY	F	167	0	0	5	1	163
FAMILY	FA	110	43	0	18	-1	134
TOTAL FAMILY		606	150	0	157	18	617

Table 2										
CATEGORY	CODE	BEGINNING OPEN*	NEW FILED	NO. OF DEFENDANTS NEW FILED	REINSTATED	CLOSED	ADJUSTMENT	ENDING OPEN	INACTIVE	REACTIVATED
JUVENILE	J	11	0	0	0	0	-1	10	0	0
JUVENILE	JV	9	0	0	0	4	-1	4	0	0
JUVENILE ABUSE & NEGLECT	JA	142	22	22	0	14	2	152	0	0
JUVENILE DELINQUENT	JD	266	20	20	1	38	7	256	13	0
TOTAL JUVENILE		428	42	42	1	56	7	422	13	0

*NOTE: THE NUMBER OF BEGINNING OPEN CASES IS THE SAME NUMBER THAT YOU REPORTED AS YOUR ENDING OPEN CASES FROM THE PREVIOUS QUARTER.

QUARTER: 3rd YEAR: 2023 COUNTY: KENDALL CIRCUIT: 23rd	REPORT D ACTIVITY OF ALL OTHER CASES
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CATEGORY	CODE	BEGINNING OPEN*	NEW FILED	REINSTATED	CLOSED	ADJUSTMENT	ENDING OPEN	INACTIVE	REACTIVATED
CIVIL LAW VIOLATION	CL	13	0	0	0	0	13	0	0
CONTEMPT OF COURT	CC	46	2	0	2	-1	45	0	0
MISCELLANEOUS CRIMINAL	MX	116	44	0	28	-14	118	8	0
ORDERS OF PROTECTION	OP	101	126	0	120	5	112	40	65
TOTAL OTHER		276	172	0	150	-10	288	48	65

*NOTE: THE NUMBER OF BEGINNING OPEN CASES IS THE SAME NUMBER THAT YOU REPORTED AS YOUR ENDING OPEN CASES FROM THE PREVIOUS QUARTER.

QUARTER: 3rd YEAR: 2023 COUNTY: KENDALL CIRCUIT: 23rd	REPORT H ORDERS OF PROTECTION ISSUED OR GRANTED
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CATEGORY	EMERGENCY	INTERIM	PLENARY	TOTALS
Civil No Contact	5	0	4	9
Firearms Restraining Order	0	0	0	0
Orders of Protections	93	2	6	101
Stalking No Contact	8	0	4	12
TOTAL	106	2	14	122

QUARTER: 3rd YEAR: 2023 COUNTY: KENDALL CIRCUIT: 23rd	REPORT I AGE OF OPEN CASES
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CATEGORY	CODE	YEAR FILED						TOTAL
		2023	2022	2021	2020	2019	PRIOR TO 2019	
ARBITRATION	AR	0	0	0	0	0	0	0
CHANCERY	CH	12	7	7	12	21	40	99
EMINENT DOMAIN	ED	5	17	0	0	0	0	22
EVICTON	EV	105	4	0	0	0	0	109
FORECLOSURE	FC	87	57	0	0	0	0	144
GOVERNMENT CORPORTATION	GC	0	0	0	0	0	0	0
GUARDIANSHIP	GR	11	3	0	0	0	0	14
LAW > \$50,000	L	0	0	21	14	10	14	59
LAW > \$50,000	LA	72	60	0	0	0	0	132
LAW < \$50,000	LM	115	17	8	5	3	9	157
MENTAL HEALTH	MH	0	0	0	0	0	0	0
MISCELLANEOUS REMEDY	MR	22	7	56	21	19	22	147
MUNICIPAL CORPORATION	MC	0	0	0	0	0	0	0
PROBATE	P	0	0	37	12	12	51	112
PROBATE	PR	75	50	0	0	0	0	125
SMALL CLAIM	SC	401	25	9	8	19	74	536
TAX	TX	13	0	0	0	0	0	13
TOTAL CIVIL		918	247	138	72	84	210	1669

CATEGORY	CODE	YEAR FILED						TOTAL
		2023	2022	2021	2020	2019	PRIOR TO 2019	
CRIMINAL FELONY	CF	312	188	87	47	27	107	768
CRIMINAL MISDEMEANOR	CM	225	81	104	37	48	181	676
CONSERVATION VIOLATION	CV	0	0	0	0	0	2	2
DOMESTIC VIOLENCE	DV	109	39	0	0	0	0	148
DRIVING UNDER THE INFLUENCE	DT	141	72	34	14	11	88	360
MAJOR TRAFFIC	MT	646	195	0	0	0	0	841
MINOR TRAFFIC	TR	465	88	242	135	82	2063	3075
ORDINANCE VIOLATION	OV	3	5	4	0	1	50	63
QUASI-CRIMINAL	QC	0	0	0	0	0	0	0
TOTAL CRIMINAL		1901	668	471	233	169	2491	5933

CATEGORY	CODE	YEAR FILED						TOTAL
		2023	2022	2021	2020	2019	PRIOR TO 2019	
ADOPTION	AD	5	2	0	0	0	0	7
DISSOLUTION OF MARRIAGE	D	0	0	11	10	8	23	52
DISSOLUTION WITH CHILDREN	DC	115	44	0	0	0	0	159
DISSOLUTION WITHOUT CHILDREN	DN	84	18	0	0	0	0	102
FAMILY	F	0	0	25	21	23	94	163
FAMILY	FA	86	48	0	0	0	0	134
TOTAL FAMILY		290	112	36	31	31	117	617

CATEGORY	CODE	YEAR FILED						TOTAL
		2023	2022	2021	2020	2019	PRIOR TO 2019	
JUVENILE	J	0	0	1	2	1	6	10
JUVENILE	JV	1	3	0	0	0	0	4
JUVENILE ABUSE & NEGLECT	JA	68	40	23	8	2	11	152
JUVENILE DELINQUENT	JD	71	36	15	6	10	118	256
TOTAL JUVENILE		140	79	39	16	13	135	422

CATEGORY	CODE	YEAR FILED						TOTAL
		2023	2022	2021	2020	2019	PRIOR TO 2019	
CIVIL LAW VIOLATION	CL	0	0	0	0	3	10	13
CONTEMPT OF COURT	CC	4	1	13	7	6	14	45
MISCELLANEOUS CRIMINAL	MX	81	37	0	0	0	0	118
ORDERS OF PROTECTION	OP	37	25	18	12	4	16	112
TOTAL OTHER		122	63	31	19	13	40	288

THIS FORM IS TO BE USED TO REPORT THE AGE OF ALL ACTIVE AND INACTIVE CASES. REPORT THE NUMBER OF CASES REMAINING OPEN IN EACH CATEGORY BY THE YEAR IN WHICH FILED. REINSTATED CASES SHOULD BE AGED FROM THE DATE OF REINSTATEMENT. EXCLUDE POST JUDGEMENT ACTIONS.

QUARTER: 3rd YEAR: 2023 COUNTY: KENDALL CIRCUIT: 23rd	REPORT K SELF REPRESENTED LITIGANTS (SRLs)
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CATEGORY	CODE	NEW FILED CASES*	NEW FILED CASES SRL PLAINTIFF	CLOSED*	DEFAULT JUDGMENTS	AT LEAST ONE SRL	AT LEAST 1 PLAINTIFF AND 1 DEFT SRL	AT LEAST ONE PLAINTIFF SRL	AT LEAST ONE DEFENDANT SRL	NUMBER OF LIMITED SCOPE APPEARANCES
ARBITRATION	AR	0	0	0	0	0	0	0	0	0
CHANCERY	CH	7	0	20	0	2	0	0	2	0
EMINENT DOMAIN	ED	1	0	3	1	0	0	0	0	0
EVICITION	EV	144	0	158	4	0	0	0	0	0
FORECLOSURE	FC	44	0	75	3	0	0	0	0	0
GOVERNMENT CORPORATION	GC	0	0	0	0	0	0	0	0	0
GUARDIANSHIP	GR	18	1	23	0	3	1	1	3	0
LAW > \$50,000	L	0	0	9	0	1	0	0	1	0
LAW > \$50,000	LA	26	0	17	2	0	0	0	0	0
LAW < \$50,000	LM	60	0	64	17	1	1	1	1	0
MENTAL HEALTH	MH	1	0	1	0	0	0	0	0	0
MISCELLANEOUS REMEDY	MR	21	4	23	0	6	0	6	0	0
MUNICIPAL CORPORATION	MC	0	0	0	0	0	0	0	0	0
PROBATE	P	0	0	16	0	0	0	0	0	0
PROBATE	PR	24	0	16	0	0	0	0	0	0
SMALL CLAIM	SC	306	1	395	126	5	0	2	3	0
TAX	TX	5	0	15	0	0	0	0	0	0
TOTAL CIVIL		657	6	835	153	18	2	10	10	0

CATEGORY	CODE	NEW FILED CASES*	NEW FILED CASES SRL PLAINTIFF	CLOSED*	DEFAULT JUDGMENTS	AT LEAST ONE SRL	AT LEAST 1 PLAINTIFF AND 1 DEFT SRL	AT LEAST ONE PLAINTIFF SRL	AT LEAST ONE DEFENDANT SRL	NUMBER OF LIMITED SCOPE APPEARANCES
ADOPTION	AD	7	3	9	0	4	0	4	0	0
DISSOLUTION OF MARRIAGE	D	0	0	23	0	8	5	7	6	0
DISSOLUTION WITH CHILDREN	DC	47	9	50	0	10	1	3	8	0
DISSOLUTION WITHOUT CHILDREN	DN	53	16	52	0	12	3	7	8	0
FAMILY	F	0	0	5	0	0	0	0	0	0
FAMILY	FA	43	1	18	0	1	0	1	0	0
TOTAL FAMILY		150	29	157	0	35	9	22	22	0

CATEGORY	CODE	NEW FILED CASES*	NEW FILED CASES SRL PLAINTIFF	CLOSED*	DEFAULT JUDGMENTS	AT LEAST ONE SRL	AT LEAST 1 PLAINTIFF AND 1 DEFT SRL	AT LEAST ONE PLAINTIFF SRL	AT LEAST ONE DEFENDANT SRL	NUMBER OF LIMITED SCOPE APPEARANCES
ORDERS OF PROTECTION	OP	126	3	120	0	2	0	2	0	0
TOTAL OTHER		126	3	120	0	2	0	2	0	0

* THE NUMBER OF "FILED" AND "CLOSED" CASES IN EACH CATEGORY ON THIS REPORT MUST EQUAL THE NUMBER OF "NEW FILED" AND "CLOSED" CASES REPORTED FOR THE SAME CATEGORY ON REPORTS A, C, AND D RESPECTIVELY.

QUARTER: 3rd
YEAR: 2023
COUNTY: KENDALL
CIRCUIT: 23rd

REPORT L
POST JUDGEMENT ACTIVITY

CIVIL CASES		
CATEGORY	CODE	# OF COURT EVENTS
ARBITRATION	AR	0
CHANCERY	CH	13
EMINENT DOMAIN	ED	5
EVICTON	EV	29
FORECLOSURE	FC	7
GOVERNMENT CORPORTATION	GC	0
GUARDIANSHIP	GR	46
LAW > \$50,000	L	15
LAW > \$50,000	LA	10
LAW < \$50,000	LM	63
MENTAL HEALTH	MH	0
MISCELLANEOUS REMEDY	MR	4
MUNICIPAL CORPORATION	MC	0
PROBATE	P	108
PROBATE	PR	0
SMALL CLAIM	SC	280
TAX	TX	3
TOTAL		583

CRIMINAL AND QUASI-CRIMINAL CASES		
CATEGORY	CODE	# OF COURT EVENTS
CRIMINAL FELONY	CF	725
CRIMINAL MISDEMEANOR	CM	580
CONSERVATION VIOLATION	CV	0
DOMESTIC VIOLENCE	DV	46
DRIVING UNDER THE INFLUENCE	DT	329
MAJOR TRAFFIC	MT	643
MINOR TRAFFIC	TR	1563
ORDINANCE VIOLATION	OV	5
QUASI-CRIMINAL	QC	0
TOTAL		3891

FAMILY AND JUVENILE CASES		
CATEGORY	CODE	# OF COURT EVENTS
ADOPTION	AD	0
DISSOLUTION OF MARRIAGE	D	626
DISSOLUTION WITH CHILDREN	DC	61
DISSOLUTION WITHOUT CHILDREN	DN	7
FAMILY	F	394
FAMILY	FA	49
JUVENILE	J	8
JUVENILE	JV	6
JUVENILE ABUSE & NEGLECT	JA	12
JUVENILE DELINQUENT	JD	106
TOTAL		1269

ALL OTHER CASES		
CATEGORY	CODE	# OF COURT EVENTS
CIVIL LAW VIOLATION	CL	0
CONTEMPT OF COURT	CC	0
MISCELLANEOUS CRIMINAL	MX	1
ORDERS OF PROTECTION	OP	176
TOTAL		177

QUARTER: 3rd YEAR: 2023 COUNTY: KENDALL CIRCUIT: 23rd	REPORT M TIME TO CASE CLOSED STATUS (include time spent on inactive status)
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CIVIL CASES																
CATEGORY	CODE	# CLOSED	0-3 months	4-6 months	7-9 months	10-12 months	13-15 months	16-18 months	19-21 months	22-24 months	25-27 months	28-30 months	31-33 months	34-36 months	37-48 months	49+ months
ARBITRATION	AR	0														
CHANCERY	CH	5	3	2												
EMINENT DOMAIN	ED	3				2		1								
EVICITION	EV	158	132	21	4	1										
FORECLOSURE	FC	75	26	17	14	6	8	4								
GOVERNMENT CORPORTATION	GC	0														
GUARDIANSHIP	GR	23	18	3	1	1										
LAW > \$50,000	LA	17	3	2	1	4	5	1	1							
LAW < \$50,000	LM	57	23	21	7	5		1								
MENTAL HEALTH	MH	1	1													
MISCELLANEOUS REMEDY	MR	22	15	4		2		1								
PROBATE	PR	16	2		5	3	4	2								
SMALL CLAIM	SC	342	186	81	28	26	11	9	1							
TAX	TX	15	3	12												
TOTAL		734	412	163	60	50	28	19	2	0	0	0	0	0	0	0

CRIMINAL AND QUASI-CRIMINAL CASES																
CATEGORY	CODE	# CLOSED	0-3 months	4-6 months	7-9 months	10-12 months	13-15 months	16-18 months	19-21 months	22-24 months	25-27 months	28-30 months	31-33 months	34-36 months	37-48 months	49+ months
CRIMINAL FELONY	CF	76	17	22	11	13	10	3								
CRIMINAL MISDEMEANOR	CM	63	20	19	8	8	4	4								
CONSERVATION VIOLATION	CV	1	1													
DOMESTIC VIOLENCE	DV	38	7	9	13	4	2	1	2							
DRIVING UNDER THE INFLUENCE	DT	57	16	21	8	4	5	3								
MAJOR TRAFFIC	MT	500	335	89	30	29	11	6								
MINOR TRAFFIC	TR	1237	1192	29	8	4	1	3								
ORDINANCE VIOLATION	OV	3	3													
QUASI-CRIMINAL	QC	0														
TOTAL		1975	1591	189	78	62	33	20	2	0	0	0	0	0	0	0

FAMILY AND JUVENILE CASES																
CATEGORY	CODE	# CLOSED	0-3 months	4-6 months	7-9 months	10-12 months	13-15 months	16-18 months	19-21 months	22-24 months	25-27 months	28-30 months	31-33 months	34-36 months	37-48 months	49+ months
ADOPTION	AD	9	6	1	1			1								
DISSOLUTION WITH CHILDREN	DC	50	16	14	3	6	7	3	1							
DISSOLUTION WITHOUT CHILDREN	DN	52	25	13	3	7		4								
FAMILY	FA	18	6	7	1		1	2	1							
JUVENILE	JV	4	3	1												
JUVENILE ABUSE & NEGLECT	JA	1						1	1							
JUVENILE DELINQUENT	JD	32	8	7	6	5	4	1	1							
TOTAL		166	64	43	14	18	12	12	4	0	0	0	0	0	0	0

ALL OTHER CASES																
CATEGORY	CODE	# CLOSED	0-3 months	4-6 months	7-9 months	10-12 months	13-15 months	16-18 months	19-21 months	22-24 months	25-27 months	28-30 months	31-33 months	34-36 months	37-48 months	49+ months
CIVIL LAW VIOLATION	CL	0														
CONTEMPT OF COURT	CC	2	1	1												
MISCELLANEOUS CRIMINAL	MX	28				1										
ORDERS OF PROTECTION	OP	119	115	2	1		1									
TOTAL		149	143	3	1	1	1	0	0	0	0	0	0	0	0	0

QUARTER: 3rd YEAR: 2023 COUNTY: KENDALL CIRCUIT: 23rd	REPORT N TIME TO CASE CLOSED STATUS (excluding time spent on inactive status)
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CIVIL CASES									
CATEGORY	CODE	# CLOSED	0-3 months	4-6 months	7-9 months	10-12 months	13-15 months	16-18 months	19-21 months
ARBITRATION	AR	0							
CHANCERY	CH	5	3	2					
EMINENT DOMAIN	ED	3				2		1	
EVICITION	EV	158	132	21	4	1			
FORECLOSURE	FC	75	26	17	14	6	8	4	
GOVERNMENT CORPORTATION	GC	0							
GUARDIANSHIP	GR	23	18	3	1	1			
LAW > \$50,000	LA	17	3	2	1	4	5	1	1
LAW < \$50,000	LM	57	23	21	7	5		1	
MENTAL HEALTH	MH	1	1						
MISCELLANEOUS REMEDY	MR	22	15	4		2		1	
PROBATE	PR	16	2		5	3	4	2	
SMALL CLAIM	SC	342	186	81	28	26	11	9	1
TAX	TX	15	3	12					
TOTAL		734	412	163	60	50	28	19	2

CRIMINAL AND QUASI-CRIMINAL CASES									
CATEGORY	CODE	# CLOSED	0-3 months	4-6 months	7-9 months	10-12 months	13-15 months	16-18 months	19-21 months
CRIMINAL FELONY	CF	76	17	22	11	13	10	3	
CRIMINAL MISDEMEANOR	CM	63	20	19	8	8	4	4	
CONSERVATION VIOLATION	CV	1	1						
DOMESTIC VIOLENCE	DV	38	7	9	13	4	2	1	2
DRIVING UNDER THE INFLUENCE	DT	57	16	21	8	4	5	3	
MAJOR TRAFFIC	MT	500	335	89	30	29	11	6	
MINOR TRAFFIC	TR	1237	1192	29	8	4	1	3	
ORDINANCE VIOLATION	OV	3	3						
QUASI-CRIMINAL	QC	0							
TOTAL		1975	1591	189	78	62	33	20	2

FAMILY AND JUVENILE CASES									
CATEGORY	CODE	# CLOSED	0-3 months	4-6 months	7-9 months	10-12 months	13-15 months	16-18 months	19-21 months
ADOPTION	AD	9	6	1	1			1	
DISSOLUTION WITH CHILDREN	DC	50	16	14	3	6	7	3	1
DISSOLUTION WITHOUT CHILDREN	DN	52	25	13	3	7		4	
FAMILY	FA	18	6	7	1		1	2	1
JUVENILE	JV	4	3	1					
JUVENILE ABUSE & NEGLECT	JA	1						1	1
JUVENILE DELINQUENT	JD	32	8	7	6	5	4	1	1
TOTAL		166	64	43	14	18	12	12	4

ALL OTHER CASES									
CATEGORY	CODE	# CLOSED	0-3 months	4-6 months	7-9 months	10-12 months	13-15 months	16-18 months	19-21 months
CIVIL LAW VIOLATION	CL	0							
CONTEMPT OF COURT	CC	2	1	1					
MISCELLANEOUS CRIMINAL	MX	28	27			1			

Office of the Kendall County Coroner

Monthly Report September 2023

* There were 33.5 hours of community service time served during the month of September.

* The Kendall County Coroner's Office has partnered with KCSO, Plano Police, Yorkville Police and Joliet Police for medication disposal drop box sites.

* On September 19-21, Chief Deputy Coroner Levi Gotte attended the Advanced Crime Scene and Death Investigation Course in Effingham, IL, sponsored by the IL Coroners & Medical Examiner's Association.

*NOTE: Upcoming Event: October 28, DEA Takeback Event (Includes unused, expired medications, diabetic supplies for donation and sharps disposal)

Deaths Report to the M.E.		Deaths Investigations	
September 2023	25	September 2023	6
YTD	262	YTD	56

MEI Scene Investigations		Postmortem Examinations	
September 2023	4	September 2023	2
YTD	45	YTD	24

Manner of Death						
	Natural	Accident	Suicide	Homicide	Indeterminate	Pending
September 2023	23	0	1	0	0	1
YTD	235	15	9	1	0	2

Cremation Permits Issued	
September 2023	18
YTD	159

Case Number	MOD	COD	DOB	DOD	Autopsy	Scene
2023-0238	Natural	Neoplasm	05-12-1938	09-01-2023	None	No
2023-0239	Pending	Seizure Disorder	04-12-2002	09-01-2023	Full	Yes
2023-0240	Natural	Pulmonary	12-25-1927	09-01-2023	None	No
2023-0241	Natural	Cardiac	04-11-1920	09-02-2023	None	No
2023-0242	Natural	Cardiac-Infarct NOS	07-30-1932	09-03-2023	None	No
2023-0243	Natural	Neoplasm	05-13-1942	09-04-2023	None	No
2023-0244	Natural	Dementia-Alzheimers	01-15-1944	09-05-2023	None	No
2023-0245	Natural	Neoplasm	01-12-1958	09-05-2023	None	No
2023-0246	Natural	Neoplasm	06-17-1967	09-06-2023	None	No
2023-0247	Natural	Neoplasm	09-01-1938	09-08-2023	None	No
2023-0248	Suicide	Gun-Handgun	05-15-1970	09-08-2023	None	Yes
2023-0249	Natural	Neoplasm	10-06-1948	09-10-2023	None	No
2023-0250	Natural	Dementia-Alzheimers	03-05-1938	09-12-2023	None	No
2023-0251	Natural	Dementia-Alzheimers	09-12-1933	09-12-2023	None	No
2023-0252	Natural	Renal Disease	05-05-1947	09-14-2023	None	No
2023-0253	Natural	Cardiac	08-29-1958	09-19-2023	Full	Yes
2023-0254	Natural	Cardiac	06-28-1952	09-19-2023	None	Yes
2023-0255	Natural	Cardiac	08-13-1929	09-20-2023	None	No
2023-0256	Natural	Dementia-Alzheimers	12-01-1937	09-20-2023	None	No
2023-0257	Natural	Cardiac	08-30-1947	09-24-2023	None	No
2023-0258	Natural	Neoplasm	06-30-1941	09-24-2023	None	No
2023-0259	Natural	Cardiac	10-30-1929	09-25-2023	None	No
2023-0260	Natural	Neoplasm	06-09-1944	09-25-2023	None	No
2023-0261	Natural	Renal Disease	03-16-1945	09-25-2023	None	No
2023-0262	Natural	Nervous System	12-27-1949	09-28-2023	None	No

***Regional Office of Education
Grundy-Kendall Counties***

Christopher D. Mehochko
Superintendent

MORRIS OFFICE

1320 Union Street
Morris, Illinois 60450
Phone(815) 941-3247
Fax (815) 941-5384

YORKVILLE OFFICE

109 West Ridge Street
Yorkville, Illinois 60560
Phone(630) 553-4168
Fax (630) 553-4152

September 18, 2023

Mrs. Kucharz and Mrs. Caldwell,

In accordance with Illinois School Code section 105 ILCS 5/3-5, I would like to report under affirmation to the County Board a list of acts as county superintendent for the quarter from June 1, 2023 - August 31, 2023.

Sincerely,

Christopher D. Mehochko
Regional Superintendent of Schools

Office activity

School Bus Driver Trainings: 19
School Bus Drivers Trained: 320

Finger printings done at 2 offices: 1,002

Phone Calls Taken: 1,799
Walk In Patrons Served: 1,711

Registrations for testing at the Professional Training and Testing Center: 337

ParaPro Tests Given: 4

Truancy Hearings done at both offices: 21

School District Compliance Visits: 5

School Building Health Life Safety Inspections and Occupancy Walk Through: 8

Quarter Activity – June 2023

- 1- Connecting Kendall County Commission Meeting
 - IARSS/ISBE Bi Monthly meeting
- 2-Truancy Court Kendall County
- 5-Superintendent's Breakfast
- 6 – Area One Meeting
 - WIOA Executive Board Meeting
 - Boy Scouts Tribute to Educators Night
 - HLS Cross Lutheran School
 - Y115 Partial Occupancy District Office
- 7 – Vista Board Meeting
- 8 – Grundy County Supervisor Bi-Weekly Meeting
 - CAC Meeting
 - Grundy County Education/Personnel/VAC Committee
 - Meet with Y115 Heather Diverde
- 9- Outdoor Ed Retirement/Open House for Districts
- 12- Truancy Interviews
- 13 – Braceville Compliance Meeting
 - Lisbon Compliance Meeting
 - Grundy County Board Meeting
- 14 – Minooka High School Compliance Meeting
- 20 – Lions Club Presentation at CAC
 - Grundy County Elected Officials meeting
- 21 – WIOA Board Meeting
 - Grundy County Special Education Cooperative Meeting
 - Morris High School Occupancy Inspection
 - Grundy County Safety Committee Meeting
 - Grundy County SRO Follow Up Meeting
- 22- Kendall Youth Employment Program Interviews
- 26 – FY21 Audit Exit Conference
- 27 – Lisbon Compliance Meeting
 - Truancy Court

July 2023

- 7- Truancy Court
- 10-12 – IARSS Annual Meetings
 - Scripps Spelling Bee webinar
- 13 – CAC
- 14- Y115 Occupancy
- 18 – Kendall County Board Meeting
- 20 – Grundy County Supervisor Bi-Weekly Meeting
 - Grundy County Historical Society Meeting
 - IARSS/ISBE Bi Monthly meeting
- 21 – PDA Governing Board Meeting
- 24 – UCCI Meetings for Kendall County
- 25- Truancy Court
- 26 – Grundy County Special Education Cooperative
 - Lisbon Compliance Meeting

- Grundy County Safety Committee Meeting
- 27 – Meeting at Whitetail Ridge to Prepare for Workshop
- 28 – Meeting with Premier Building Owner
 - Truancy court

August 2023

- 1 – National Night Out Kendall County
- 3 – Workshop at Whitetail Ridge
- 7 – IARSS Compliance Committee Meeting
- 8 - Truancy Court
- 9 – Newark Grade and Millbrook JH Occupancy
- 10 – Meeting with Kendall County Forrest Preserve
- 11 – Truancy court
 - Y115 Occupancy Transition Building
- 14 – Saratoga Occupancy Inspection
 - Y115 Occupancy football field
- 15 – Kendall County Board Meeting
 - Area One Meeting in Lake County
 - Grundy County Special Education Cooperative Board Meeting
 - Newark High School Occupancy
- 16 – Grundy County Safety Committee Meeting
- 17 – Grundy County Supervisor Bi-Weekly Meeting
- 21 – Truancy Meeting with Grundy/Kendall Staff
- 22 – Truancy Court
- 24 – Kendall County Multidisciplinary meeting
- 28 – Meeting with Will County ROE
 - Truancy Court
- 29 – Juvenile Justice Council Meeting
- 30 – Kendall County Youth Employment Interviews
- 31 - Plano Occupancy

Kendall County Emergency Management Agency

1102 Cornell Lane, Yorkville Illinois 60560

Roger Bonuchi, Director

Tracy Page, Deputy Director

Emergency Management Report

SEPTEMBER 2023

- **KCEMA Operations**
 - Presented FY 24 budget to County Board
 - Editing of general orders continues
 - Discussions on NQS

- **Hazard Mitigation Plan**
 - Ongoing project and assessments.
 - Meeting 4 will be held on October 24, 2023
 - Public Forum will be February 20, 2024

- **LEPC Committee**
 - The first committee meeting will be held October 5, 2023
 - Emails have been sent to participants.

- **UCP Status (Our command bus)**
 - With festival season upon us the UPC has been deployed to many events
 - Yorkville Hometown Days
 - Sugar Grove

- **Meetings/Training/Volunteers/Details**
 - Attended Gas Pipeline Exercise in Sandwich
 - Attended IEMA Conference in Springfield
 - Amateur Radio Classes presented on Thursday evenings, 6-8pm, 6 students
 - EMA Business/Training Meeting was held: Topic Radio Use
 - IEMA County Call Update with IEMA Deputy Director via Zoom, Monthly
 - ILEAS Meetings twice a month
 - ARES Region 3 & 4 EC meeting on the 3rd Tuesday of each month via Zoom
 - UCP team lead meeting monthly.
 - State Broadband meeting monthly.
 - State radio “Stakeholders” meeting monthly.