

**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