

COUNTY OF KENDALL, ILLINOIS
ECONOMIC DEVELOPMENT & ADMINISTRATION COMMITTEE
Meeting Minutes for Wednesday November 15, 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	Present		
Scott Gengler		5:45 p.m.	
Dan Koukol	Here		
Brooke Shanley		5:35 p.m.	
Seth Wormley	Here		

With three (3) members present a quorum was established at 5:31 p.m.

Staff Present: Christina Burns, Latreese Caldwell, Taylor Cosgrove, Brianna Falk, Roger Bonuchi

Approval of Agenda – Member Koukol made a motion to approve the agenda, second by Member Wormley.
With three (3) members voting aye, the motion was carried by a vote of 3 -0.

Committee Reports and Updates

- A. Animal Control Department Update** – Director of Animal Control Taylor Cosgrove briefed the committee on the October reports included in the packet (pages 2-8). The financial report was also included in the packet starting on page 9. Director Cosgrove asked the committee if she is able to research the sale/disposal of the 2007 Caravan as they have received the Equinox from the Sheriff’s Department. Member Koukol suggested that she have the vehicle’s title in her possession before she starts making calls as they will need that information to start the process. Deputy Administrator Caldwell suggested she contact the County’s Recorders office as they should have the title on file. County Administrator Christina Burns did tell the committee that Ms. Caldwell is working on a procurement and disposal of vehicle policy, but it is not complete at this time. Chair Flowers asked Ms. Cosgrove to bring back to the committee the plan for discarding the vehicle when she has completed for the committee to approve. Ms. Cosgrove made mention that they had one dangerous dog determination in Oswego and the owner did not appeal. Animal Control has instructed the public to call them if the protocols are not being followed by the owner in Oswego. There is also an investigation into another dangerous dog in Plano.

- B. Emergency Management Agency Update** – Director of EMA Roger Bonuchi gave several updates to the committee that can be found on page 13-14 of the packet. He also added that their office is getting into the LAPC Tier 2 reporting for hazardous chemicals in the County, these reports are due to the state by March 1, 2024. EMA is working on getting the five mobile command phones to be interconnected during an emergency. This is a device that will be installed in the mobile command unit, that allows different entities to be all on the same radio channel. Also planning the CERT classes for spring and summer 2024, as well as working on a training plan for the next five years.

- C. Revolving Loan Status Update-** Deputy County Administrator Latreese Caldwell updated the committee on the revolving loan status and directed them to page 15 of the packet. Every loan is current except Lucky’s Beef N Dogs, which will be explained under new committee business item B.

New Committee Business

A. MOTION (FWD to CB): Discussion and Approval of ADA Transportation Policy

Deputy County Administrator Latreese Caldwell briefed the committee on the purpose of the ADA Transportation Policy for the Kendall Area Transit (KAT) and can be found on pages 16-21 of packet. Ms. Caldwell and Ms. Karales worked with a consultant from IDOT in regard to a compliance audit for KAT that was performed earlier this year. The recommendation from the audit was to update the ADA Transportation Policy for Kendall County and have a webpage set up for documentation separate from the VAC website. VAC which runs KAT will also be adopting this same policy. They were able to use a template that IDOT provided and this document when approved by the County Board will be posted on Kendall County's webpage in both English and Spanish.

Member Shanley made a motion to forward the Approval of ADA Transportation Policy to the November 21, 2023 County Board under consent agenda, second by Member Koukol. **With five (5) members voting aye, the motion was carried by a vote of 5-0.**

B. UPDATE: Lucky's Beef N Dogs

Deputy County Administrator Latreese Caldwell directed the committee to page 22 of the packet for the proposed demand letter that will be mailed to the owners of Lucky's Beef N Dogs. Ms. Caldwell said that they have been unable to get the owners to bring the loan current and the loan had previously been restructured to lower the payment. The owners are currently seventeen payments behind. She is asking the committee permission to obtain the Chairman's signature and send the letter asking that the loan be paid back to the County in full including principal, accrued interest, and late fees. It is the consensus of this committee to move forward with obtaining signature and sending out the demand letter.

C. MOTION (FWD to CB: Discussion and Approval of Kendall Area Transit Procurement Policy

Deputy County Administrator Latreese Caldwell directed the committee to page 23 of the packet for the approval of the Kendall Area Transit (KAT) Procurement policy. The purpose of the document establishes guidelines and minimum standards that KAT will use in the management of its third-party contracts. The manual is intended to ensure that KAT complies with Federal Transit Administration (FTA) and Illinois Department of Transportation (IDOT) standards to ensure full and open competition and equitable treatment of all potential sources for all purchases made with funding derived from the Federal, State, and local governments. This document once approved will also be posted on the KAT website.

Member Gengler made a motion to forward the Approval of Kendall Area Transit Procurement Policy to the November 21, 2023 County Board under consent agenda, second by Member Shanley. **With five (5) members voting aye, the motion was carried by a vote of 5-0.**

D. DISCUSSION: Drafting of Kendall County Animal Control Ordinance

Director of Animal Control Taylor Cosgrove briefed the committee on the need to for a Kendall County Animal Control Ordinance. The need for this ordinance came about after the difficulty that Animal Control (AC) had in the determination of the dangerous dog residing in the Village of Oswego. Benefits of having an ordinance will increase their power in these types of determinations and the ability in removing the animal from the home or removed from the county thus ensuring public safety. She is addressing the committee to inform them that AC has limited ability to directly address this situation based on state statute and local ordinances. She stated that the Animal Control Act is not robust enough to ensure public safety. Ms. Caldwell would like to begin researching what Kendall County's collar counties have in place for ordinances and what they are able to do regarding dangerous dogs. Member Gengler suggested that Ms. Cosgrove collaborate with Anna Payton the current Administrator of Will County Animal Control and former KC Animal Control Director for her expertise in this matter. Ms. Cosgrove stated that there are city ordinances, but she is finding out that they are outdated, and she is aware that the city/village ordinances will supersede any County ordinance. County Administrator Christina Burns stated that the hope when drafting this ordinance would be to engage those partners in the incorporated areas to work together to draft a better model most effectively. It is the consensus of this committee that Ms. Cosgrove can start researching and drafting an Animal Control ordinance.

Old Committee Business – None

Chairman's Report – None

Public Comment – None

Questions for the Media – None

Executive Session – None

Items for the Committee of the Whole Meeting – None

Action Items for County Board

- **Approval of ADA Transportation Policy**
- **Approval of Kendall Area Transit Procurement Policy**

Adjournment – Member Shanley made a motion to adjourn, second by Member Gengler. **With five (5) members present in agreement; the meeting was adjourned at 6:05 p.m.**

Respectfully submitted,
Sally A. Seeger
Administrative Assistant