



**COUNTY OF KENDALL, ILLINOIS  
COMMITTEE OF THE WHOLE  
Thursday, April 11, 2024, at 4:00 PM  
Meeting Minutes**

**Call to Order and Pledge of Allegiance** - The Committee of the Whole meeting was called to order at 4:00 pm by County Board Chairman Matt Kellogg who led the Committee in the Pledge of Allegiance to the American Flag.

**Roll Call**

<b>Board Member</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Matt Kellogg	Present		
Scott Gengler	Absent		
Zach Bachmann	Here		
Brian DeBolt	Here		
Elizabeth Flowers		4:25pm	
Dan Koukol	Here		
Jason Peterson	Present		
Ruben Rodriguez	Here		
Brooke Shanley	Here		
Seth Wormley	Here		

**With (8) members present a quorum was established.**

**Staff Present: Christina Burns, Latreese Caldwell, Leslie Johnson, Dan Polvere, Luke Prisco**

**Others Present: Dave Cook (IPBC), Katie Tiede (IPBC), Karen Williams (IPBC), Brian Kronewitter (Cordogan Clark), Rick Krischel (Cordogan Clark), Ethan Kruger (WSPY)**

**Approval of Agenda** – Member DeBolt made a motion to approve the agenda. Second by Member Peterson. **With 8 members present voting aye, the motion was carried by a vote of 8-0.**

**Approval of Claims** – Motion made by Member Shanley, second by Member Bachmann to forward claims to the next County Board meeting. **With 8 members present voting aye, the motion was carried by a vote of 8- 0.**

**Committee Reports and Updates-**

- A. Presentation: Regarding the Intergovernmental Personnel Benefit Cooperative (IPBC) by David Cook, IPBC Executive Director

Dave Cook, IPBC Executive Director, Katie Tiede, IPBC Operations Manager & Karen Williams, Sr Benefit Consultant spoke to the Committee about the Intergovernmental Personnel Benefit Cooperative (IPBC).

Key takeaways from Mr. Cook's presentation were:

- IPBC is a partnership of local government entities in Illinois that are committed to the philosophy of risk pooling and working together to provide cost-effective health and related benefits to our employees and their families.
- IPBC was established in 1979 and has grown from 8-164 member entities and covers over 20,000 employees and retirees.
- IPBC is open to municipalities, Counties, Special Districts, and Intergovernmental Agencies.
- New members are admitted by majority vote of the Executive Board for a 1-year membership term (July 1 Renewal).
- Members own their own cooperative. Each member appoints a delegate to the Board of Directors or sub-pool Board.
- IPBC members include- Boone County, Dekalb County, DuPage County Forest Preserve, Lake County, Lee County, McHenry County, Village of Montgomery, Village of Oswego, and Oswego Park District, & Village of Plainfield
- IPBC's Advantages:
  - Financial Stability & Predictability
  - Access to Data
  - Full Disclosure & Transparency
  - Plan Design Flexibility
  - Benefits of Pooling- Purchasing Power
  - IPBC staff and Service Team to ease administrative burden
  - Dividends reflecting good experience

Mrs. Tiede spoke about the benefit program administrators and insurance carriers that IPBC partners with. Valued added programs include Benefit Enrollment Services, Employee Assistance program (EAP), Wellness Program, and Virtual Visits. IPBC's optional programs include VSP- Optional Vision Program, Medicare Solutions Program, Delta Dental, Securian Life, PlanSource, and WEX.

Karen Williams, Benefit Consultant with IPBC, would be Kendall County's IPBC's representative. Ms. Williams would work the Human Resources Department on the enrollment process

HR Director Leslie Johnson provided the Committee with a timeline on the enrollment process. The Committee is interested in moving forward with IPBC. IPBC will provide Kendall County with a final quote by July 31, 2024. An ordinance to join IPBC will be provided to the Board for approval on August 20, 2024, and on September 12, 2024, IPBC Executive Board will vote to approve new members.

**Elizabeth Flowers entered the meeting at 4:25pm**

## B. Presentation: Broadband Project Update

Member Bachmann gave the committee an update on the Broadband project and the upcoming steps. In his presentation, Member Bachmann spoke about the establishment of the Connect Kendall County Commission in February 2023. In August 2023 the County selects Pivot Tech as a partner after an RFP was issued. After submitting applications under the Illinois Broadband Office Round for 3 grants, the County was awarded \$15 million to construct a network.

A pre-development agreement will be presented to the board as early as April 16. The agreement sets terms for proceeding forward with Pivot Tech until the operating company is established. Pivot Tech is currently establishing a project company and is responsible for requesting ISP RFQ and /or agreements, and for network operations and maintenance agreements. Ciena and Aecon are responsible for engineering, procurement, and construction agreements. The goal is for construction to begin late summer/fall.

Member Bachmann reviewed the Predevelopment Expenditures totaling \$1,180,000. The expenses include Customer Acquisition, Network Survey, Planning, Contracts (12), Rail/Spectrum, Program Management, Financial Modeler, and Contingency.

Future County Board Actions include approval or predevelopment Agreement, authorization of the operating company, and approval of agreement with the operating company for design, finance, build, and operation of broadband network.

## C. Update: COBII Construction

Rick Krischel updated the Committee on the COB II construction. Work is on track to be completed in early June. The exterior of the building is complete. Minor work is still being done in the interior of the building. HVAC system will be ready to be tested.

## D. Presentation: Phase 2 Design Development

Brian Kronewitter from Cordogan Clark spoke to the committee about the Phase 2 Design Development (report attached in packet). Mr. Kronewitter presented a remodeled rendering of the new Main Street Campus. The phase two budget is estimated at \$8.75 million. Discussion on the Phase 2 Design began in December of 2023 with Cordogan Clark, County Administrator, Chairman, Facilities, and different Department Heads.

Committee members discussed making changes to the building that would allow for a more secure building and to also be ADA compliant. First Floor would be more accessible for the public.

County office building employees would temporarily relocate for the duration of the construction. Target to go out to bid would begin as early as August of 2024. Employees would vacate the building at the beginning of October to start demolishing soon after.

**New Committee Business –**

- A. MOTION (forward to County Board)** Approval of Contingency Reduction NO. 7 – Lite Construction: \$2,176,981, Plainfield Grading: \$626,043, Premium Concrete:\$ 769,353

Contingency reduction No.7 includes cost for 1) relocation & increase in size of flag poles, data/power changes, wayfinding signage, winter weather operations & size protection. 2) Water main runs to the sprinkler room and 3) Winter weather conditions. Contingency reduction #7 also includes one credit for elimination of concrete stairs and pads. The total request for Contingency Reduction No 7 is \$18,295 with revised contract amounts as follow: Lite Construction: \$2,176,981 (\$16,881 increase) Plainfield Grading (\$626,043 increase) and Premium Concrete \$769,353 (\$4,131 decrease). The current available contingency is \$153,451

**Member DeBolt made a motion to forward to the next County Board, Seconded by Member Flowers. With 9 members present voting aye, the motion was carried by a vote of 9- 0.**

- B. MOTION (forward to County Board)** Approval of Amendment No. 1 to the Master Architect/Engineering & Construction Manager (AE/CM) Agreement with Cordogan Clark & Associates, Inc. (Phase 2 County Office Building)

Staff is still finalizing the agreement terms with CCA and will provide the Board in advance of any final action.

- C. MOTION (forward to County Board)** Approval of Historic Courthouse Flat Roof Replacement with Garland /DBS Proposal #25-IL-240258 in an amount not to exceed \$130,000

In FY 2023, the HVAC system for the 3<sup>rd</sup> Floor of the Historic Courthouse was replaced as a capital project. This system’s external equipment resides on the 2<sup>nd</sup> Floor flat roofs of the Historic Courthouse. After years of patching for numerous leaks, these (2) roofs are in dire need of replacement. With the HVAC scope of work behind us, the flat roof replacement was approved as a FY 2024 project. The specified “Flood & Gravel” application will be more durable and last longer than the existing rubber roof.

**Member Debolt made a motion to forward to the next County Board, Seconded by Member Rodriguez. With 9 members present voting aye, the motion was carried by a vote of 9- 0.**

- D. MOTION (forward to County Board)** Approval of the Revised GIS Cadastral Specialist Job Description

The purpose of the revised job description is to update the supervisor’s title from GIS Director to Deputy Director of Information and Communications Technology.

**Member Bachmann made a motion to forward to the next County Board, Seconded by Flowers Member. With 9 members present voting aye, the motion was carried by a vote of 9- 0.**

**E. MOTION (forward to County Board) New Human Resources Department Payroll Specialist Job Description**

This position will assist with the transition of payroll services from the Kendall County Treasurer's Office to the Human Resource Department. This position will also be responsible for developing, updating, and implementing Kendall County's payroll and time and attendance systems.

**Member Peterson made a motion to forward to the next County Board, Seconded by Member Shanley. With 9 members present voting aye, the motion was carried by a vote of 9-0.**

**F. MOTION (forward to County Board) Revised Organizational Chart and Headcount**

The revised chart reflects the proposed replacement of the part-time vacant Human Resources Assistant position with a new full-time Payroll Specialist position.

**Member Flowers made a motion to forward to the next County Board, Seconded by Member Peterson. With 9 members present voting aye, the motion was carried by a vote of 9- 0.**

**G. MOTION (forward to County Board) Revised Section 7.3 Holiday Pay Policy in the Kendall County Employee Handbook**

The revised Holiday Pay Policy (section 7.3) for the Kendall County Employee Handbook clarifies that a supervisor must approve (rather than preapprove) an employee's absence on the last scheduled workday before the holiday and/or the first scheduled workday after the holiday, for the employee to be compensated for the holiday.

**Member Flowers made a motion to forward to the next County Board, Seconded by Member Bachmann. With 9 members present voting aye, the motion was carried by a vote of 9- 0.**

**H. MOTION (VV) Approval of Kendall County Health Department Community Resource Specialist ARPA Position to be renamed to Administrative Assistant**

Kendall County Health Department's Executive Director RaeAnn VanGundy is looking for approval to rename the Community Resource Specialist to Administrative Assistant due to already having a Community Resource Specialist. It was the consensus of the Committee to approve the title change.

**With 9 members present voting aye, the motion passed by a vote of 9- 0.**

**Old Committee Business-** None

**Department Head and Elected Officials Reports –** None

**Public Comment –** None

**Questions from the Media –** None

**Chairman's Report –**

**Appointments**

Jeff Wehrli - Ethics Commission - 2-year term -April 2026

**Action Items for County Board –**

- Approval of Claims
- Approval of Contingency Reduction NO. 7 – Lite Construction: \$2,176,981, Plainfield Grading: \$626,043, Premium Concrete:\$ 769,353
- Approval of Historic Courthouse Flat Roof Replacement with Garland /DBS Proposal #25-IL-240258 in an amount not to exceed \$130,000
- Approval of the Revised GIS Cadastral Specialist Job Description
- New Human Resources Department Payroll Specialist Job Description
- Revised Organizational Chart and Headcount
- Approval of Revised Section 7.3 Holiday Pay Policy in the Kendall County Employee Handbook
- Approval of Appointment of Jeff Wehrli for 2-year term for Ethics Commission

**Executive Session-** None

**Adjournment –** Member Flowers made a motion to adjourn the meeting, second by Member Shanley. **With 9 members present voting aye, the meeting adjourned at 5:32 p.m.**

Respectfully Submitted,  
Nancy Villa  
Executive Administrative Assistant