

COUNTY OF KENDALL, ILLINOIS
SPECIAL FINANCE & BUDGET COMMITTEE
Meeting Minutes for Thursday, May 16, 2024

Call to Order – Committee Chair Scott Gengler called the Finance & Budget Committee meeting to order at 3:09 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 – Christina Burns, Latreese Caldwell, Jennifer Karales, Jacquie Purcell, Jill Ferko

Others Present- Ann Vickery

Approval of Agenda – Member Peterson made a motion to approve the agenda, second by Member DeBolt. **With five (5) members present voting aye, the motion carried by a vote of 5 - 0.**

New Committee Business

A.*MOTION (Forward to County Board): Discussion and Approval of Ordinance Establishing Salary for the Kendall County Circuit Clerk

Member DeBolt made a motion for Approval of Ordinance Establishing Salary for the Kendall County Circuit Clerk, second by Member Kellogg. No vote to follow.

Chairman Gengler explained that the salaries for Circuit Clerk and the Coroner are required to be set 180 days before the beginning of the terms of the officers whose compensation is to be fixed (50 ILCC 145/2). Circuit Clerk salary will be set by the board for now and if the State changes the statute it can be changed at that time. The discussion ensued around the spreadsheet and different percent increases for the next four years. Circuit Clerk’s office has taken on extra work due to the Safety Act requirements. The committee consensus was to give a 5 % increase for FY25, FY26, and FY27, and then a 2.5% increase for FY28.

Member DeBolt made a motion for Approval of Ordinance Establishing Salary for the Kendall County Circuit Clerk at a 5% salary increase for FY25, FY26, FY27 and 2.5% increase for FY28 for the Kendall County Circuit Clerk to be forwarded 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.**

B.*MOTION (Forward to County Board): Discussion and Approval of Ordinance Establishing Salary for the Kendall County Coroner

Kendall County Coroner Jacquie Purcell spoke about the duties and responsibilities of the Coroner’s office. She also detailed her educational qualifications, licenses and certifications. She answered the committee’s questions regarding staffing of the coroner’s office and her salary concerns.

She would like to ensure that the County stays competitive with salaries moving forward. It was the consensus of the committee to increase her salary by 5% for 3 years(FY25, FY26, FY27, and 2.5% for the last year (FY28).

Member Wormley made a motion for Approval of Ordinance Establishing Salary at a 5% salary increase for FY25, FY26, FY27 and 2.5% increase for FY 28 for the Kendall County Coroner to be forwarded to the next County Board meeting, second by Member DeBolt. **With five (5) members present voting aye, the motion carried 5 - 0.**

C. *DISCUSSION: Discussion of Accounting and Auditing RFP Responses for Fiscal Years Ending 2024, 2025, and 2026 Deputy Administrator Latreese Caldwell directed the committee to page 7 of the packet for the calendar for the RFP Audit process, only two audits were returned to be considered, Mack CPA's and Sikich LLP. The evaluation criteria for the proposals for professional auditing services and the scoring of the two businesses can be found on page 8-9. Scoring was completed by the County Administrator, Deputy County Administrator, Treasurer, Chair of the Finance & Budget Committee and Vice-Chair of the Finance & Budget Committee. Both proposals are included in the packet, Mack & Associates (pg. 10-51) and Sikich LLP (pg. 52-86). Committee members agreed that both companies have excellent reputations for auditing services. County Administrator Christina Burns stated that the next step in the audit process is for both businesses to be interviewed and answer questions from the committee members. She asked that the committee review the proposals and send to Admin any questions they may have, so they can be addressed. Staff will invite both businesses to the next Finance & Budget committee meeting on May 30, 2024.

Old Committee Business – None

Chairman's Report – None

Public Comment – None

Executive Session - None

Items for County of the Whole – None

Items for County Board

- Approval of Ordinance Establishing Salary (5% for FY25,FY26, FY27 and 2.5% for FY28) for the Kendall County Circuit Clerk
- Approval of Ordinance Establishing Salary (5% for FY25,FY26, FY27 and 2.5% for FY28) for the Kendall County Coroner

Adjournment – Member Kellogg made a motion to adjourn the Finance and Budget Committee meeting, second by Member Wormley. **With five (5) members present voting aye; the meeting was adjourned at 3:46 p.m. by a vote of 5 - 0.**

Respectfully submitted,
Sally A. Seeger
Administrative Assistant and Recording Clerk