

**COUNTY OF KENDALL, ILLINOIS
SPECIAL COMMITTEE OF THE WHOLE
Thursday, October 24, 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 p.m. by County Board Chairman Matt Kellogg who led the Committee in the Pledge of Allegiance to the American Flag.

Roll Call

Board Member	Status	Arrived	Left Meeting
Matt Kellogg	Here		
Scott Gengler	Here		
Zach Bachmann	Here		
Brian DeBolt	Here		
Elizabeth Flowers		4:15 p.m.	
Dan Koukol	Here		5:02 p.m.
Jason Peterson	Here		
Ruben Rodriguez	Here		
Brooke Shanley		4:28 p.m.	
Seth Wormley	Here		

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

Staff Present – Attorney Eric Weis, Christina Burns, Latreese Caldwell, Jennifer Breault, Leslie Johnson, Sheriff Baird, Alice Elliott, Jacquie Purcell

Others Present - Sam Woodworth- WSPY

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

Approval of Claims – Member Gengler made a motion to forward claims to the next County Board, second by Member DeBolt. **With eight (8) members present voting aye, the motion carried by a vote of 8 - 0.**

Committee Reports and Updates

- A. **Personnel Reports** - Treasurer Jill Ferko provided to the committee the Treasurer’s Employee Status Report and is included in the packet page 2.
- B. **ARPA Filing Update** – Financial Analyst Jennifer Breault briefed the committee that this is the required quarterly reporting following the US Treasury guidelines.
- C. **Opioid Filing Update** - Financial Analyst Jennifer Breault briefed the committee that this is the required quarterly reporting for compliance. Ms. Breault also included on page 11 in the packet the Opioid Fund balance for FY24.

New Committee Business

A. FY24-FY26 ARPA External Entities Update

Attorney Eric Weis submitted a request to the committee for the transfer of money from the State Attorney's Office (SAO) general fund account to the Health and Human Services (HHS) department to be used for the Kendall County Domestic Violence Response Team. This had been funded by ARPA, but the fund is almost depleted, and this will ensure services to continue. This transfer will necessitate the establishment of a dedicated fund through the HHS Finance Committee for future allocation. Mr. Gengler will collaborate with the staff to ensure the proper setup of this fund. Jennifer Breault directed the committee to page 12 of the packet for the status of the external ARPA outstanding projects. Ms. Breault indicated that Newark reached out to her and is uncertain if they will be able to spend the funds and asked for contract to be extended. The Fairgrounds have also asked to extend their contract, and Fox Valley YMCA would like to allocate their funds to a different item for the project. This will require a future conversation with the YMCA to see if they can find an ARPA approved allocation of these funds. She reiterated that in their contracts the money must be obligated by December 31, 2024, and requires them to submit a copy of the check that was written and the invoice that was paid. If they are unable to do this the money needs to be returned to the County. The committee consensus is to not support extending contracts.

B. FY24-FY26 ARPA Obligation Status

Discussion continued on the County's ARPA obligation status and committee members were directed to page 13 of the packet provided. Ms. Breault was asked a question regarding the interest that was earned on the fund, she replied that this interest earned does not need to be obligated to an ARPA project. The committee can decide what they would like to allocate that money towards, staff recommends transferring into a capital fund, possibly fund 1401. The consensus of the committee is to approve the journal entry for FY24 to transfer the money.

C. Approval of Amendment to the October 17, 2023, grant agreement for disbursement and use of Kendall County Americans Rescue Plan Act Funds with Lisbon Township

Financial Analyst Jennifer Brault informed the committee that Lisbon Township has requested an amendment to the scope of work related to the ARPA funds they have received. Staff recommends approving this amendment, as it does not impact the financial aspects but rather modifies the scope of the project, which remains compliant with ARPA guidelines.

Member Peterson made a motion for Approval of Amendment to the October 17, 2023, grant agreement for disbursement and use of Kendall County Americans Rescue Plan Act Funds with Lisbon Township and forward to next county Board Meeting, second by Member Bachmann. **With nine (9) members present voting aye, the motion carried by a vote of 9 - 0.**

D. Discussion Village of Newark

Financial Analyst Jennifer Breault indicated that this matter had been previously discussed, specifically concerning a request to modify and extend the contract for ARPA funds. The committee has reached a consensus not to pursue this request. Ms. Breault will communicate this decision to the relevant parties, informing them that they must adhere to the terms of the contract or return the funds to the County.

E. Discussion of Kendall Area Transit

Financial Analyst Jennifer Breault presented information to the committee and directed their attention to page 17 of the distributed packet. The Voluntary Action Center of Northern Illinois has obtained two vehicles through a loan as a result of limited cash flow. Staff recommends employing the fund balance to settle the loan associated with these vehicles. Upon receipt of the 5310 funds, reimbursement will be provided to Kendall County.

F. Approval of FY2024 Opioid Fund Applications

Finance and Budget Chair Scott Gengler directed the committee to page 20 of the packet for the Judicial Opioid application. They have requested funds in the amount of \$3000 for the Silver Living Halfway house which supports the treatment and recovery from opioid addiction. The Coroner’s office also submitted an application for Opioid funds, Ms. Purcell from the Coroners office stated that \$3000 request is for two purposes (1) \$1000 for Drug take-back disposal and Take Back event (2) \$2000 for toxicology opioid testing.

Member Rodriguez made a motion for Approval of Coroner Opioid Fund Application and the Judicial Opioid Fund Application, second by Member DeBolt. **With nine members present voting aye, the motion carried by a vote of 9 - 0.**

G. Approval of Fiscal Year 2024 Budget Amendment

Finance & Budget Chair Scott Gengler highlighted that this is the second budget revision and directed the committee's attention to page 29 of the packet. The primary objective of these amendments is to finalize all allocations for the end of the fiscal year. This will ensure the accuracy and clarity of the budgets for auditing purposes.

Member Kellogg made a motion for Approval to forward to next county Board Meeting, second by Member Koukol. **With ten (10) members present voting aye, the motion carried by a vote of 10 - 0.**

H. Approval of Kendall County Fiscal Year 2025 Budget

Finance and Budget Chair Scott Gengler facilitated the committee's discussion on the FY25 budget, directing members to page 44 of the packet. He highlighted the change log on page 46, which outlines the deficiencies identified and the suggested measures to achieve a balanced budget. The committee engaged in further discussions and raised questions regarding the necessity of incorporating the CPI increase. It was noted that the CPI had not been considered for several years in the past, and it is fiscally prudent to pursue the PTELL extension this year. The analysis of the impact of adopting the Consumer Price Index (CPI) increase on property taxes is available on page 50 of the packet. The findings indicate that implementing the CPI increase will not result in a property tax hike for the County portion of a typical tax bill. It is important to recognize that Kendall County is among the fastest-growing counties in the state, leading to an increase in the equalized assessed value of properties, which effectively lowers property tax liabilities. Additionally, there are various factors that necessitate consideration of the CPI increase, including unfunded mandates introduced mid-year that have historically strained the budget. Furthermore, we must account for the ongoing maintenance and mechanical systems needs of all county-owned buildings, as associated costs have been rising.

Member Bachmann made a motion for Approval to forward to next county Board Meeting, second by Member Shanley. **With nine (9) members present voting aye, the motion carried by a vote of 9 - 0.**

I. Approval of Kendall County Fiscal Year 2025 Capital

Finance and Budget Chair Scott Gengler directed the committee to page 55 of the packet for the capital requests from all the departments and elected offices in the County. Each department was asked to but a priority on each capital requests for this report.

Member DeBolt made a motion for Approval to forward to next County Board Meeting, second by Member Bachmann. **With nine (9) members present voting aye, the motion carried by a vote of 9 - 0.**

Old Committee Business – None

Chairman’s Report – None

Public Comment – None

Executive Session - Member Peterson made a motion to go into Executive Session for (2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. (11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting, Member DeBolt seconded the motion. Chairman Kellogg asked for a roll call vote on the motion.

Board Member	Vote
Matt Kellogg	yes
Scott Gengler	yes
Zach Bachmann	yes
Brian DeBolt	yes
Elizabeth Flowers	yes
Jason Peterson	yes
Ruben Rodriguez	yes
Brooke Shanley	yes
Seth Wormley	yes
Dan Koukol	absent

All members returned to regular session at 5: 17 p.m.

Items for County Board

- Claims
- Approval of Amendment to the October 17, 2023, grant agreement for disbursement and use of Kendall County Americans Rescue Plan Act Funds with Lisbon Township
- Approval of Fiscal Year 2024 Budget Amendment
- Approval of Kendall County Fiscal Year 2025 Budget
- Approval of Kendall County Fiscal Year 2025 Capital

Adjournment – Member Wormley made a motion to adjourn the Committee of the Whole meeting, second by Member Flowers. **With nine (9) members present voting aye; the meeting was adjourned at 5:20 p.m. by a vote of 9 - 0.**

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