

**KENDALL COUNTY BOARD AGENDA
ADJOURNED SEPTEMBER MEETING**

**Kendall County Office Building, Rooms 209 & 210
Tuesday, December 4, 2018 at 6:00 p.m.**

1. Call to Order
2. Roll Call
3. Determination of a Quorum
4. Approval of Previous Month's Minutes
5. Approval of Agenda
6. Special Recognition
7. Citizens to Be Heard
8. Executive Session
9. Old Business
10. New Business
 - A. Approval of County Board Committee Assignments
 - B. Approve Ordinance to Adopt and Implement the Predictable Recording Fee Schedule
 - C. Approval of the State's Attorney Appellate Prosecutor Resolution for Fiscal year 2019 (December 1, 2018 to November 30, 2019) and authorization of payment for services in the amount not to exceed \$ 32,000.00
 - D. Set FY 2018-2019 salary for Kendall County Public Defender in the amount of \$153,154.06
 - E. Set FY 2018-2019 salary for Kendall County Supervisor of Assessments in the amount of \$87,618.00
11. Standing Committee Reports
 - A. Administration/HR
 1. Approval of Resolution Establishing Requirements for Continued IMRF Participation by Current County Board Members Pursuant to Public Act 099-0900
 - B. Finance Committee
 1. Approve County Health Fund Levy 2018 payable 2019 in an amount not to exceed \$757,000
 2. Approve Veteran's Assistance Commission Fund Levy 2018 payable 2019 in an amount not to exceed \$370,800
 3. Approve Tuberculosis Fund Levy 2018 payable 2019 in an amount not to exceed \$15,000
 4. Approve Liability Insurance Fund Levy 2018 payable 2019 in an amount not to exceed \$1,242,780
 5. Approve Social Security Fund Levy 2018 payable 2019 in an amount not to exceed \$1,407,000
 6. Approve Illinois Municipal Retirement Fund Levy 2018 payable 2019 in an amount not to exceed \$2,950,000
 7. Approve County Bridge Fund Levy 2018 payable 2019 in an amount not to exceed \$500,000
 8. Approve County Highway Fund Levy 2018 payable 2019 in an amount not to exceed \$1,500,000
 9. Approve Extension Education Fund Levy 2018 payable 2019 in an amount not to exceed \$183,800
 10. Approve Senior Citizen Social Services Fund Levy 2018 payable 2019 in an amount not to exceed \$350,000
 11. Approve 708 Mental Health Fund Levy 2018 payable 2019 in an amount not to exceed \$932,000
 12. Approve General Fund Levy 2018 payable 2019 in an amount not to exceed \$11,502,524
 - C. Standing Committee Minutes Approval
12. Special Committee Reports
 - A. Kencom Executive Board
 - B. Historic Preservation
13. Chairman's Report

Appointments

John A. Shaw - Regional Plan Commission - 3-yr term - Expires January 2022
Larry Nelson - Regional Plan Commission - 3-yr term - Expires January 2022
Ruben Rodriguez - Regional Plan Commission - 3-yr term - Expires January 2022

14. Other Business
15. Citizens to be Heard
16. Questions from the Press
17. Executive Session
18. Adjournment

If special accommodations or arrangements are needed to attend this County meeting,
please contact the Administration Office at 630-553-4171, a minimum 24-hours prior to the meeting time.

**KENDALL COUNTY BOARD
ADJOURNED SEPTEMBER MEETING
November 7, 2018**

STATE OF ILLINOIS)
) SS
COUNTY OF KENDALL)

The Kendall County Board Meeting was held at the Kendall County Office Building, Room 209, in the City of Yorkville on Wednesday, November 7, 2018 at 6:30 p.m. The Clerk called the roll. Members present: Chairman Scott Gryder, Lynn Cullick, Bob Davidson, Elizabeth Flowers, Tony Giles, Judy Gilmour, Audra Hendrix, Matt Kellogg, Matthew Prochaska and John Purcell (excused at 7:45pm).

The Clerk reported to the Chairman that a quorum was present to conduct business.

THE MINUTES

Member Kellogg moved to approve the submitted minutes from the Adjourned County Board Meeting of 10/2/18. Member Flowers seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

THE AGENDA

Member Flowers moved to approve the agenda. Member Gilmour seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

CITIZENS TO BE HEARD

Chris Paluch addressed complaints in the area of 71 and Van Emmon, the excessive noise coming from gun fire. They are looking for ways to alleviate the noise. He has requested the Knollwood, Barber Greene, BNSF and Twin Ponds permits. Mr. Pollack stated that a lot of other departments are coming here to shoot.

Renee Paluch said that they are getting the run around at all levels regarding the gun ranges. They would like the board members to hear them out before any further decisions are made.

Dr. Palmer spoke about the Health Department levy with the demand of \$413,000 from their operational reserves to help with the budget. Their operational reserves are diminishing and they target to keep a 6 month reserve. They are proposing \$200,000.

OLD BUSINESS

Property, Liability and Workers' Compensation Insurance

Member Davidson moved to approve the ICRMT 2019 property, liability and workers' compensation insurance renewal in the amount of \$691,112. Member Cullick seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

STANDING COMMITTEE REPORTS

Administration/HR

Risk Management and Compliance Coordinator Job Description

Member Cullick moved to approve the Risk Management and Compliance Coordinator Job Description. Member Gilmour seconded the motion.

Member Cullick withdrew the motion. Member Gilmour withdrew the second.

Amend Agenda

Member Hendrix moved to amend the agenda to vote on item 4 under Administration/HR first. Member Prochaska seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

Elimination of Economic Development and Special Project Coordinator Position

Member Cullick moved to approve the elimination of the Economic Development and Special Project Coordinator position. Member Gilmour seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Risk Management and Compliance Coordinator Job Description

Member Cullick moved to approve the Risk Management and Compliance Coordinator Job Description. Member Kellogg seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Deputy County Administrator Job Description

Member Cullick moved to approve Deputy County Administrator job description. Member Purcell seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye except Davidson who abstained. **Motion carried.**

Administrative Services Organization Chart

Member Cullick moved to approve the Administrative Services organization chart. Member Flowers seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Finance

2018-2019 Tentative Budget

Member Purcell moved to file the tentative fiscal year 2018-2019 County of Kendall, Illinois budget with the County Clerk. Member Kellogg seconded the motion.

Members discussed the Health Department levy and reviewed their current budget numbers. They discussed the 6 month fund balance and the need for a policy going forward regarding the donation/demand for the Health Department to contribute to the county. The Health Department is requesting they provide \$200,000 instead of \$413,000. The option of the county putting in what is paid for Social Security, IMRF and benefits into the levy was reviewed.

Member Gilmour called the question. Member Prochaska seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye except Hendrix. **Motion carried 8-1.**

Chairman Gryder asked for a roll call vote on the motion. All members present voting aye except Flowers and Hendrix. **Motion carried 7-2.**

Animal Control

Adoption Fee Schedule

Member Hendrix moved to approve the resolution to establish the Kendall County Animal Control adoption fee schedule effective December 1, 2018. Member Prochaska seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Resolution 18-50 is available in the Office of the County Clerk.

STANDING COMMITTEE MINUTES APPROVAL

Member Hendrix moved to approve all of the Standing Committee Minutes and Reports. Member Prochaska seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

SPECIAL COMMITTEE REPORTS

Kencom Executive Board

Member Gilmour stated that they will meet on November 29, 2018.

Housing Authority

Member Prochaska stated that they will meet later in the month to approve the budget and elect officers.

Historic Preservation

Member Flowers informed the board that they drafted a letter regarding the Millbrook Bridge and are working on the ordinance.

CHAIRMAN'S REPORT

Chairman Gryder passed around maps regarding cancer causing pollutants in the air.

Member Hendrix moved to approve the appointments. Member Cullick seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

Appointments

Chief Deputy Michael Peters – Sheriff Alternate KenCom Executive Board (replacing Undersheriff Harold Martin)
Ken Holmstrom – Oswego Fire District Board (replacing Paul Anderson) – expires April 2020

EXECUTIVE SESSION

Member Davidson made a motion to go into Executive Session for (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 Flowers seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

ADJOURNMENT

Member Hendrix moved to adjourn the County Board Meeting until the next scheduled meeting. Member Davidson seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

Approved and submitted this 15th day of November, 2018.

Respectfully submitted by,
Debbie Gillette, Kendall County Clerk

COUNTY OF KENDALL, ILLINOIS
ORDINANCE # 2018-_____

ORDINANCE TO ADOPT AND IMPLEMENT THE PREDICTABLE
RECORDING FEE SCHEDULE

WHEREAS, Pursuant to Public Act 100-0271, and as set forth in 55 ILCS 5/3-5018.1, Kendall County, Illinois is required to adopt and implement a predictable fee schedule that eliminates surcharges or fees based on the individual attributes of a standard document to be recorded; and

WHEREAS, the predictable fee schedule providing a single, all inclusive, county and State-imposed aggregate fee charged for each identified standard document classification must be adopted by January 1, 2019; and

WHEREAS, 55 ILCS 5/3-5018.1(c), identifies the following five classifications of standard documents: (1) Deeds, (2) Leases, (3) Mortgages, (4) Easements not otherwise part of another classification, and (5) Miscellaneous; and

WHEREAS, a cost study analysis authorized by the County Board in September of 2016, shows the minimum statutory fee identified in 55 ILCS 5/3-5018.1(c) is insufficient to cover the costs of recording the standard documents, and

WHEREAS, the County Clerk and Recorder has, in accordance with 55 ILCS 5/3-5018.1(d) calculated the average fee for filing all standard documents from the date of the cost study analysis, and determined the average, aggregate fee, rounded to the nearest dollar, for all standard documents to be \$53.00; and

WHEREAS, Kendall County, Illinois must formally adopt the statutorily required predictable fee schedule for the recording fees imposed to record standard or nonstandard documents, including the flat fee amounts for standard documents, which exceed the statutorily-identified fees; and

WHEREAS, the Recorder, in compliance with 55 ILCS 5/3-5018.1(b) posted notice of this ordinance in the Office of the Recorder at least 2 weeks prior, but not more than 4 weeks prior to the December 4, 2018, meeting of the Kendall County Board.

NOW, THEREFORE, BE IT ORDAINED, the Kendall County Board hereby approves and adopts the following:

1. The predictable fee schedule for standard and nonstandard documents in compliance with 55 ILCS 5/3-5018.1, attached hereto, as Exhibit A, and incorporated by reference herein (“Predictable Fee Schedule”).
2. The Predictable Fee Schedule is effective 60 days after the adoption of this Ordinance.

3. The Recorder is directed to implement the Predictable Fee Schedule in the manner prescribed by statute.
4. The Predictable Fee Schedule may be revised in accordance with and in the manner set out in 55 ILCS 5/3-5018.1(e), and any other relevant and applicable law.
5. Any prior ordinances or resolutions inconsistent herewith, are hereby repealed.

IN WITNESS OF, this Ordinance has been approved by a majority vote of the Kendall County Board members present for said vote on this ____ day of _____, 2018.

Attest:

Kendall County Clerk
Debbie Gillette

Kendall County Board Chairman

Kendall County Recorder

111 W Fox St, Yorkville IL 60560
Phone 630-553-4112 Fax 630-553-5283

FEE SCHEDULE

Effective 02/02/2019 per 55 ILCS 5/3-5018.1

PRESENT AND ACCEPT ONLY ORIGINALS OR CERTIFIED COPIES FOR RECORDING

STANDARD DOCUMENTS (any document other than nonstandard) **\$53.00**

- (1) Deeds. Inclusion of language in the deed as to any restriction; covenant; lien; oil, gas, or other mineral interest; easement; lease; or a mortgage shall not alter the classification of a document as a deed.
- (2) Leases, lease amendments, and similar transfer of interest documents.
- (3) Mortgages, including assignments, extensions, amendments, subordinations, and mortgage releases
- (4) Easements not otherwise part of another classification, including assignments, extensions, amendments, and easement releases not filed by a State agency, unit of local government, or school district
- (5) Miscellaneous documents not otherwise falling within classifications set forth in paragraphs (1) through (4) and are not nonstandard documents. Nothing in this subsection shall preclude an alternate predictable fee schedule for electronic recording within each of the classifications set forth in this subsection (c). If the Rental Housing Support Program State surcharge is amended and the surcharge is increased or lowered, the aggregate amount of the document flat fee attributable to the surcharge in the document may be changed accordingly.

NONSTANDARD DOCUMENTS

- (1) a document that creates a division of a then active existing tax parcel identification number;
- (2) a document recorded pursuant to the Uniform Commercial Code
- (3) a document which is non-conforming, as described in paragraphs (1) through (5) of Section 3-5018;
- (4) a State lien or a federal lien
- (5) a document making specific reference to more than 5 tax parcel identification numbers in the county in which it is presented for recording
- (6) a document making specific reference to more than 5 other document numbers recorded in the county in which it is presented for recording

Plat (Subdivisions, Townhouse, etc.) (Maximum 24" x 36") Submit original & 3 copies.	87.00 ea
Additional plat pages	1.00 ea
Plat (Condominium) (maximum 24" x 36") Submit original & 3 copies	87.00 ea
Additional plat pages	1.00 ea
Plat of Annexations (maximum 24" x 36") Submit original & 4 copies	87.00 ea
Additional plat pages	1.00 ea

Uniform Commercial Code (UCC)

(Standard forms approved by Illinois Secretary of State include UCC-1, UCC-2, & UCC-3)

Financing Statement	51.00 ea
Continuation or Amendment	51.00 ea
Termination Statement (810 ILCS 5/9-404.5)	5.00 ea
UCC Copy per page	.50 ea

Certified Copy	27.00 ea
Additional pages after the first four pages	1.00 ea

Photo Copies per Page .50 ea

Plat Copies per Page 5.00 ea

Military Discharge

Recordation No Charge
Certified Copies No Charge to Veteran or Immediate Family

STANDARD REQUIREMENTS FOR DOCUMENTS

Public Act 87-1197 Amended by Public Act 89-0160

- The document shall be legibly printed in **BLACK** ink, by hand, type or computer generated in at least 10-point type. Signatures and dates may be in **black** or **blue** ink.
- The document shall be on white paper measuring 8 ½ x 11” not permanently bound and not a continuous form, of not less than 20-pound weight and shall have a clean margin of at least ½ inch on the top, bottom, and sides. Margins may be used for non-essential notations which may be, be not limited to, form number, page number, and customer notations.
- The first page shall contain a blank space, measuring at least 3”x 5”, in the upper right corner.
- The document shall not have **any** attachments stapled or otherwise affixed to any page.

A SELF-ADDRESSED STAMPED ENVELOPE IS REQUIRED TO RETURN YOUR DOCUMENTS TO YOU. INCLUDE 2 IF YOU ARE REQUESTING COPIES.

Fees to “Re-record” are the original fees less the \$10.00 RHSP fee.

The law allows the Recorder’s Office to double recording charges if not conforming to 1995 regulations



The Recorder’s Office provides **NO LEGAL ADVICE**. Please contact an attorney with any legal questions.

The Recorder’s Office provides **NO DOCUMENT SEARCH SERVICES**. Please contact a title search company if you are unable to search our records that are open to the Public.

RESOLUTION

WHEREAS, the Office of the State's Attorneys Appellate Prosecutor was created to provide services to State's Attorneys in Counties containing less than 3,000,000 inhabitants; and

WHEREAS, the powers and duties of the Office of the State's Attorneys Appellate Prosecutor are defined and enumerated in the "State's Attorneys Appellate Prosecutor's Act", 725 ILCS 210/1 et seq., as amended; and

WHEREAS, the Illinois General Assembly appropriates monies for the ordinary and contingent expenses of the Office of the State's Attorneys Appellate Prosecutor, one-third from the State's Attorneys Appellate Prosecutor's County Fund and two-thirds from the General Revenue Fund, provided that such funding receives approval and support from the respective Counties eligible to apply; and

WHEREAS, the Office of the State's Attorneys Appellate Prosecutor shall administer the operation of the appellate offices so as to insure that all participating State's Attorneys continue to have final authority in preparation, filing, and arguing of all appellate briefs and any trial assistance; and

NOW, THEREFORE, BE IT RESOLVED that the Kendall County Board, in regular session, this _____ day of _____, 20____ does hereby support the continued operation of the Office of the State's Attorneys Appellate Prosecutor, and designates the Office of the State's Attorneys Appellate Prosecutor as its Agent to administer the operation of the appellate offices and process said appellate court cases for this County.

BE IT FURTHER RESOLVED that the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor are hereby authorized to act as Assistant State's Attorneys on behalf of the State's Attorney of this County in the appeal of all cases, when requested to do so by the State's Attorney, and with the advice and consent of the State's Attorney prepare, file, and argue appellate briefs for those cases; and also, as may be requested by the State's Attorney, to assist in the prosecution of cases under the Illinois Controlled Substances Act, the Cannabis Control Act, the Drug Asset Forfeiture Procedure Act and the Narcotics Profit Forfeiture Act. Such attorneys are further authorized to assist the State's Attorney in the State's Attorney's duties under the Illinois Public Labor Relations Act, including negotiations thereunder, as well as in the trial and appeal of tax objections.

BE IT FURTHER RESOLVED that the Office of the State's Attorneys Appellate Prosecutor will offer Continuing Legal Education training programs to the State's Attorneys and Assistant State's Attorneys.

BE IT FURTHER RESOLVED that the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor may also assist the State's Attorney of this County in the discharge of the State's Attorney's duties in the prosecution and trial of other cases, and may act as Special Prosecutor if duly appointed to do so by a court having jurisdiction.

BE IT FURTHER RESOLVED that if the Office of the State's Attorneys Appellate Prosecutor is duly appointed to act as a Special Prosecutor in this county by a court having jurisdiction, this county will provide reasonable and necessary clerical and administrative support on an as-needed basis.

BE IT FURTHER RESOLVED that the Kendall County Board hereby agrees to participate in the service program of the Office of the State's Attorneys Appellate Prosecutor for Fiscal Year 2019, commencing December 1, 2018 and ending November 30, 2019, by hereby appropriating the sum of \$32,000.00 as consideration for the express purpose of providing a portion of the funds required for financing the operation of the Office of the State's Attorneys Appellate Prosecutor, and agrees to deliver the same to the Office of the State's Attorneys Appellate Prosecutor on request during the Fiscal Year 2019.

Passed and adopted by the County Board of Kendall County, Illinois, this _____ day of _____ 20_____.

Chairman _____

ATTEST: _____
County Clerk

COUNTY OF KENDALL, ILLINOIS
ADMIN HR MEETING
County Office Building
111 W. Fox Street, Room 210; Yorkville
Thursday, November 8, 2018

CALL TO ORDER - Committee Chair Lynn Cullick called the meeting to order at 6:00p.m.

ROLL CALL

Attendee	Status	Arrived	Left Meeting
Lynn Cullick	Here		
Elizabeth Flowers	Present		
Judy Gilmour	Here		
Matthew Prochaska	Here		
John Purcell		6:04p.m.	

Others in Attendance: Meagan Briganti, Gina Hauge, Bob Jones, Matt Kinsey, Scott Koeppel, Tracy Page

APPROVAL OF AGENDA – Motion made by Member Gilmour, second by Member Prochaska to approve the agenda. **With four members voting aye, the agenda was approved by a 4-0 vote.**

APPROVAL OF MINUTES – Motion made by Member Gilmour, second by Member Flowers to approve the October 18, 2018 minutes. **With four members voting aye, the minutes were approved by a 4-0 vote.**

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS

Treasurer’s Office – Bob Jones reported a good turnout for the Benefit Fair with 167 employees attending, and good response to the physical/screening requirement for a reduction in the 2019 Health Insurance premium with 172 (62 percent) of employees completing enrollment.

Mr. Jones is working with Horton Group and Met Life to get all of the data entered in time for the new plan years.

Mr. Jones also stated he had a call from a union member regarding the dental insurance deductible, and the plan not being substantially similar to previous plans. Mr. Jones referred the employee to his union representative. Ms. Cullick stated that she did not think the dental insurance is covered in the union contracts, but that she agreed the member should contact their union representative.

Administration Department – Mr. Koeppel informed the committee that he was informed by The Horton Group that as of January 1, 2017, BCBSIL removed CVS Pharmacy from

their pharmacy plan. Horton will be sending a flyer informing employees of this change, and Mr. Jones will send email notices to employees as well.

PUBLIC COMMENT - None

COMMITTEE BUSINESS

- *Approval of Contract with Granicus for New Website and Software in an amount not to exceed \$12,900.* – IT Director Kinsey briefed the committee on the proposed contract and services that will be provided to the County for a new website and software, and the monetary commitment that will be provided by the Sheriff's Office, County Clerk's Office, Administration Department, Technology Department, due to their interest in the replacement of software that can be used for scheduling reservations, updating social media, an agenda component, creating and maintaining calendar events, and a more user-friendly website. Motion by Member Gilmour, second by Member Flowers. **With Members Gilmour, Flowers, Prochaska and Cullick voting aye, and Member Purcell voting no, the motion passed by a vote of 4-1.**
- *Approval of Contract for Consultant Services for GIS Department with Bruce Harris & Associates in an amount not to exceed \$3,000.* – Mr. Kinsey stated that the WIPFLI audit indicated several security gaps, and that this contract will identify solutions and results for improving the GIS website security. Mr. Kinsey stated that once started, this work would take one-month or less to complete and implement. Member Flowers made a motion to forward the item to the County Board for approval, second by Member Purcell. **With Members Gilmour, Flowers, Purcell and Cullick voting aye, and Member Prochaska abstaining, the motion passed by a vote of 4-0.**
- *Discussion and Recommendation of Distribution of Medical Loss Ratio Premium Rebate Check received from UHC in the amount of \$34,217.* – Mr. Jones briefed the committee on recommendations from The Horton Group on how to distribute the rebate check between employees and the County. Discussion on the date for implementation, notification of employees affected, and how the check will be distributed. Member Flowers made a motion to authorize the Treasurer's Office to distribute the check evenly to all affected employees, second by Member Gilmour. **With five members voting aye, the motion carried.**
- *Discussion on Motor Vehicle Record Checks for potential Employees who might drive County Vehicles* – Mr. Koeppel briefed the committee on a change in the reporting from new Insurance Broker, Aliant Mesirow. **There was consensus by the committee to proceed with Aliant's reporting of an employee simply being eligible or ineligible for insurance.**
- *Discussion and Approval of the County Employee Wellness Program effective January 1, 2020, with mandatory physical/health screening to be completed by November 30, 2019* –Member Prochaska made a motion to forward the item to the

County Board for Approval, second by Member Flowers. Mr. Koepfel reported there were several slight updates to the program. **With five members present voting aye, the motion carried by a vote of 5-0.**

EXECUTIVE SESSION – Not needed

ITEMS FOR COMMITTEE OF THE WHOLE – None

ACTION ITEMS FOR COUNTY BOARD

Approval of Contract with Granicus for New Website and Software in an amount not to exceed \$12,900.

Approval of Contract for Consultant Services for GIS Department with Bruce Harris & Associates in an amount not to exceed \$3,000.

Approval of the County Employee Wellness Program effective January 1, 2020, with mandatory physical/health screening to be completed by November 30, 2019

ADJOURNMENT – Member Prochaska made a motion to adjourn the meeting, second by Member Flowers. **With five members voting aye, the meeting was adjourned at 6:47p.m.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant and Recording Secretary

COUNTY OF KENDALL, ILLINOIS
ADMIN HR MEETING
County Office Building
111 W. Fox Street, Room 210; Yorkville
Thursday, November 29, 2018

CALL TO ORDER - Committee Vice Chair Judy Gilmour called the meeting to order at 6:15p.m.

ROLL CALL

Attendee	Status	Arrived	Left Meeting
Lynn Cullick		6:19p.m.	
Elizabeth Flowers	Present		
Judy Gilmour	Here		
Matthew Prochaska	Here		
John Purcell	Yes		

Others in Attendance: Bob Jones, Scott Koepfel

APPROVAL OF AGENDA – Motion made by Member Prochaska second by Member Flowers to approve the agenda. **With four members voting aye, the agenda was approved by a 4-0 vote.**

APPROVAL OF MINUTES – Motion made by Member Prochaska, second by Member Flowers to approve the November 8, 2018 minutes. **With four members voting aye, the minutes were approved by a 4-0 vote.**

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS

Treasurer’s Office – Bob Jones briefed the committee on the monthly reports. After reviewing data through the end of the fiscal year, Mr. Jones stated there was a savings of \$290,000 in medical premiums compared to last year, and that more employees are selecting the HAS plan instead of the HMO plan this year. Mr. Jones also reported that he completed and submitted to The Horton Group, the Blue Cross Blue Shield IL (BCBSIL) census on November 28, 2018. Mr. Jones reported he completed the EyeMed census and submitted it on November 29, 2018, and that he is waiting on the MetLife census files from The Horton Group, and will complete those in the next week.

Finally, Mr. Jones reported the distribution of the United Healthcare Medical Loss Ratio Premium Rebates would occur on December 28, 2018. Participating and eligible employees will receive notification with their rebate amount, prior to the last pay period in December 2018.

Administration Department – Mr. Koepfel distributed the draft Resolution Establishing Requirements for Continues IMRF Participation by Current County Board Members

Pursuant to Public Act 099-0900. Mr. Koepfel stated that the resolution would be on the December 4, 2018 County Board agenda for approval.

Mr. Koepfel asked for direction from the committee after receiving a legal opinion regarding whether a Lobbying Service would be considered a professional service. The State's Attorney's Office said the decision would be a judgment call by the County Board on whether they wanted to do a bid or not. After discussion, the committee agreed that a draft of a Priority Listing of Projects, needs to be prepared for the County's State Legislators, for discussion at the December Committee of the Whole or Highway Committee meetings. **There was consensus by the committee that the County Administrator should then receive bids, contact bidders, and then determine the top three bids for Hearings, County Board review and interviewing in January 2019.**

PUBLIC COMMENT - None

COMMITTEE BUSINESS

Discussion of 2019 Employee Wellness Program - Mr. Jones was happy to report that he has received all by 26 benefit enrollment forms from employees or their spouses thus far. Mr. Jones has sent numerous emails to employees emphasizing the deadline date of November 16, 2018 for submission, but with 26 forms still outstanding, he has extended the final deadline to November 30, 2018 to make every effort to assist employees with enrollment, and to ensure that the census are returned to The Horton Group in a timely fashion. Mr. Jones stated that employees should receive their insurance cards prior to January 1, 2019 when the new plans take effect.

EXECUTIVE SESSION – Not needed

ITEMS FOR COMMITTEE OF THE WHOLE – None

ACTION ITEMS FOR COUNTY BOARD - None

ADJOURNMENT – Member Cullick made a motion to adjourn the meeting, second by Member Prochaska. With Members Prochaska, Gilmour and Cullick voting aye, and Members Purcell and Flowers voting no, the meeting was adjourned at 7:01p.m.

Respectfully Submitted,

Valarie McClain
Administrative Assistant and Recording Secretary

KENDALL COUNTY

Resolution No. _____

RESOLUTION ESTABLISHING REQUIREMENTS FOR CONTINUED IMRF PARTICIPATION BY CURRENT COUNTY BOARD MEMBERS PURSUANT TO PUBLIC ACT 099-0900

WHEREAS, Kendall County is a unit of local government within the meaning of Article VII, Section 1 of the Illinois Constitution of 1970, organized and operated under the laws of the State of Illinois; and

WHEREAS, the Public Act 099-0900 became effective August 26, 2016 and changed IMRF participation requirements for County Board members; and

WHEREAS, Public Act 099-0900 makes any person, first so elected to the County Board after August 26, 2016, ineligible for participation in IMRF; and

WHEREAS, in order to continue IMRF participation of current County Board members pursuant to Public Act 099-0900, the Kendall County Board shall approve and file a resolution with IMRF no more than 90 days after each general election in which a current participating member of the County Board is elected; and

WHEREAS, in order to continue IMRF participation of current County Board members pursuant to Public Act 099-0900, current County Board members must submit monthly time sheets to the County Treasurer documenting the time spent on official government business as an elected member of the County Board; and

WHEREAS, IMRF requires submittal of detailed time-tracking reports from participating County Board members in order to continue participation in IMRF.

BE IT RESOLVED, by the County Board of Kendall County, as follows:

SECTION 1. The County Board of Kendall County approves the continued IMRF participation of County Board members first so elected prior to August 26, 2016.

SECTION 2. To continue IMRF participation, County Board members must work at least 600 hours annually on official government business as defined by IMRF.

SECTION 3. To continue IMRF participation, County Board members must submit monthly time sheets in electric or paper format to the County Treasurer documenting time spent on official government business as an elected member of the County Board as required by IMRF. The County Treasurer shall maintain the submitted timesheets for five years.

SECTION 4. A participating County Board member who fails to submit time sheets or fails to conduct 600 hours of official government business annually as defined by IMRF shall not be eligible to continue participation in IMRF.

SECTION 5. To continue participation in IMRF, each County member understands their responsibility to become familiar and comply with all reporting requirements imposed by IMRF.

SECTION 6. The County Clerk is directed to file this resolution with IMRF no more than 90 days after the November 6, 2018 general election and provide an executed copy to the County Treasurer.

Approved and adopted by the County Board of Kendall County, Illinois on this 4th day of December, 2018.

Scott R Gryder, Chairman
County Board

Attest:

Debbie Gillette
County Clerk

COUNTY OF KENDALL, ILLINOIS
BUDGET & FINANCE COMMITTEE
Meeting Minutes for Monday, November 26, 2018

Call to Order

Committee Chair John Purcell called the Budget and Finance Committee meeting to order at 5:30p.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Lynn Cullick	ABSENT		
Bob Davidson	Yes		
Matt Kellogg	ABSE NT		
Matthew Prochaska	Here		
John Purcell	Present		

Staff Members Present: Latreese Caldwell, RaeAnn VanGundy

Approval of Agenda – Member Prochaska made a motion to approve the agenda, second by Member Davidson. **With three members present voting aye, the agenda was approved by a vote of 3-0.**

Recommendation for Approval of Claims – Member Davidson made a motion to recommend the Approval of Supplemental Claims in an amount not to exceed \$1,189,673.04, and Coroner Claims in an amount not to exceed \$4,371.73, to the County Board for Approval, second by Member Prochaska. **With three members present voting aye, the claims were approved by a vote of 3-0.**

Department Head and Elected Official Reports - None

Items of Business

Recommendation for Approval of Kendall County Fiscal Year 2018-2019 Combined Budgets and Appropriations Ordinance for all funds with revenues and transfers-in in an amount not to exceed \$67,000,000 and expenditures and transfers-out not to exceed \$76,100,000 – Member Prochaska made a motion to forward for Approval to the County Board, second by Member Davidson. Discussion on the proposed budget, CPI, Abatement, and capital projects that need financing sooner rather than later. **With Members Purcell and Prochaska voting aye, and Member Davidson voting no, the motion carried by a vote of 2-1.**

Public Comment – None

Questions from the Media – None

Items for the November 27, 2018 County Board Agenda

- *Approval of Supplemental Claims in an amount not to exceed \$1,189,673.04, and Coroner Claims in an amount not to exceed \$4,371.73*
- *Approval of Kendall County Fiscal Year 2018-2019 Combined Budgets and Appropriations Ordinance for all funds with revenues and transfers-in in an amount not to exceed \$67,000,000 and expenditures and transfers-out not to exceed \$76,100,000*

Items for the December 13, 2018 Committee of the Whole Agenda - None

Executive Session – Not needed

Adjournment – Member Prochaska made a motion to adjourn the Budget and Finance Committee meeting, second by Member Purcell. **The meeting was adjourned at 5:59p.m. by a 3-0 vote.**

Respectfully submitted,
Valarie McClain, Administrative Assistant and Recording Secretary

COUNTY OF KENDALL, ILLINOIS
Law, Justice and Legislation Committee
Monday, November 13, 2018
Meeting Minutes

Call to Order and Pledge Allegiance – Chair Matthew Prochaska called the meeting to order at 3:16p.m. and led the Pledge of Allegiance.

Roll Call:

ATTENDEE	STATUS	ARRIVED FOR MEETING	LEFT MEETING
Tony Giles		3:24p.m.	
Judy Gilmour	ABSENT		
Audra Hendrix			
Matthew Prochaska	Here		
John Purcell	Yes		

With three members present voting aye, a quorum was determined to conduct business.

Others Present: Public Defender Vicki Chuffo, Court Services Director Alice Elliott, Deputy Commander Joe Gillespie, Assistant State’s Attorney Leslie Johnson, County Engineer Fran Klaas, Deputy Commander Jason Langston, Undersheriff Harold Martin, Chief Deputy Mike Peters, Judge Robert Pilmer, Coroner Jacquie Purcell, and Facilities Management Director Jim Smiley

Approval of the Agenda –Member Hendrix made a motion to approve the agenda, second by Member Purcell. **With three members present voting aye, the motion carried by a vote of 3-0.**

Approval of September 10, 2018 Meeting Minutes – Member Hendrix made a motion to approve the meeting minutes from September 10, 2018, second by Member Purcell with the correction of the word “Undersheriff” under Others Present. **With three members present voting to approve the amended minutes, the motion passed.**

Public Comment – None

Status Reports

Coroner –Coroner Jacquie Purcell reviewed the monthly report with the committee, and reported 29 total deaths for October, with 26 natural deaths, and 3 accidental deaths (probable overdoses).

Coroner Purcell reviewed the personnel/office activity with the committee for the month of October including a third meeting at the Kendall County Health Department with local law enforcement agencies, EMS agencies, addiction centers, and HIDTA regarding the impact of the opioid addiction in Kendall County.

Circuit Clerk – Written report provided.

Courthouse – Chief Judge Pilmer stated that they are working with the Administrative Office of the Illinois Courts with respect to Video Interpretation Services, and said that Kendall would be a “test” county for video appearance by litigants for uncontested matters in the next few months. Judge Pilmer will keep the committee updated on the progress of this service.

Court Services – Director Elliott reported that four Probation Officers have been recognized by the Illinois Association for Court Services for Distinguished Service, two supervisors and two line staff.

Additionally they have been working with the Sheriff’s Office on Video Conferencing, and will use it for pre-trial conferencing, expediting the pre-trial process in preparation for court. The department has also been working with the Sheriff’s Office on safety planning and ways to ensure the Probation Officers are safe in the community and also in the building. Ms. Elliott reported Probation Officers are now wearing bullet-proof vests as a result of the planning.

EMA – Written report provided. Director Gillespie reported that they submitted their quarterly grant documentation to the State of Illinois for IEPRA and EMPG grants.

Emergency Siren Testing continued that month as usual.

KenCom – Member Gilmour had nothing to report.

Public Defender – Written report provided. Ms. Chuffo stated that a new Assistant Public Defender was hired and began today.

State’s Attorney – ASA Johnson reported that the office prepared the annual County anti-harassment training for all employees and office/department supervisors. Both training sessions are available on the employee website.

Sheriff’s Report

- a. Operations Division – Written report provided. Chief Deputy Mike Peters reported on the “No Shave November” event, where the deputies and employees are raising funds to support one of the dispatchers suffering from Lymphoma.

Deputy Peters also reported that Deputies and other County employees purchased and wore Pink Badges, Pins, T-Shirts, Hoodies and Sweatshirts throughout the month of October in support of Breast Cancer Awareness. The month long sale of items resulted in a donation of \$1500.00 to the Aurora Healthcare Foundation, where 100 percent of the donation benefits the “Pink Possible Campaign” against Breast Cancer.

Peters also reported that there are currently 23 registered child sex offenders, for which they did notices to them advising them they were not allowed to distribute candy to children on

Halloween. As a result of the notifications, the Sheriff's Office was able to produce an arrest for one of the child sex offenders that had an active warrant that extended in a violation of the Sex Offender Registration Act.

Chief Deputy Peters also stated the Sheriff's Office was honored at an annual awards banquet on November 2, 2018 through the Metropolitan Enforcement Directors Task Force Commanders Associations' Annual Awards, which honors dangerous and professional work through hundreds of drug investigations throughout the state. Sheriff's Office personnel recognized were Deputy Harrell, and Inspector Lechowicz.

Deputy Commander Jason Langston reported on a tip received from the National Center for Missing and Exploited Children, an arrest was made stemming from that tip and an investigation, and the U.S. Marshalls Great Lakes Regional Fugitive Task Force took another violent child sex offender into custody on a warrant of failing to register as a violent child sex offender. This is a continuing benefit to having a deputy side of this task force and the benefits that come from that.

Deputy Commander Langston also reported on the first round of Vendor Tobacco Compliance, six of seven vendors were checked, and one business was cited for a petty offense for selling to a minor. This is possible by a grant from the Illinois Department of Human Services, and the Sheriff's Office will continue with checks as the New Year proceeds.

- b. Corrections Division – Written report provided. Undersheriff Martin updated the committee on the Securus tablets and E-messaging system that they have been working toward implementing for inmate use. They hope this will be completed by early 2019.

Undersheriff Martin also reported they had a Fire Safety Inspection on October 9, 2018 by Bristol-Kendall Fire District, and the jail had no violations.

Sheriff Baird reported that with the increased federal inmates, they have increased their anticipated revenue for FY2019, by about \$250,000. Sheriff Baird stated that corrections is on track for that this year, and that they feel comfortable with next year's projected revenue increase.

- c. Records Division – Written report provided.

Undersheriff Martin reported that he will retire on January 4, 2019, and thanked the committee and his co-workers for the time he's been with the County.

Old Business - None

New Business - None

Legislative Update – Member Prochaska stated that the General Assembly will be entering veto session soon. Prochaska also reported that United County Council of Illinois (UCCI) has informed Illinois Counties that they are will to pay for a County's NACo annual dues this year. Each County must follow the guidelines for requesting the funds, and payment will be sent.

Public Comment - None

Items for November 20, 2018 County Board meeting agenda - None

Executive Session – Not needed

Adjournment – Member Hendrix made a motion to adjourn the meeting, second by Member Purcell.
With four members in agreement, the meeting adjourned at 4:01p.m.

Respectfully Submitted,

Valarie McClain
Administrative Assistant and Recording Secretary

COUNTY OF KENDALL, ILLINOIS
COMMITTEE OF THE WHOLE
Thursday, November 15, 2018

CALL TO ORDER AND PLEDGE OF ALLEGIANCE - The meeting was called to order at 4:05p.m. by County Board Chair Scott R. Gryder, who led the Pledge of Allegiance to the American Flag.

ROLL CALL

Attendee	Status	Arrived	Left Meeting
Scott Gryder	here		
Lynn Cullick	here		
Bob Davidson	yes		
Elizabeth Flowers	ABSENT		
Tony Giles	here		5:17p.m.
Judy Gilmour	here		
Audra Hendrix	here		5:34p.m.
Matt Kellogg	yes		
Matthew Prochaska	here		6:35p.m.
John Purcell		4:09p.m.	

Others present: Matt Asselmeier, Latreese Caldwell, Assistant State’s Attorney Anne Knight, Scott Koeppel, Jim Smiley, Amaal Tokars

APPROVAL OF AGENDA – Motion made by Member Gilmour to approve the agenda, second by Member Kellogg. Member Davidson requested that the Public Comment section be moved to before Committee Business on the agenda. **With eight member’s present voting aye, the motion to approve the agenda as amended carried by a vote of 8-0.**

FORWARDING OF APPROVAL OF CLAIMS - Member Cullick made a motion to forward the Approval of Claims in an amount not to exceed \$2,484,377.35, Coroner Claims in an amount not to exceed \$107.01, and November 6, 2018 Election Judge Claims in an amount not to exceed \$59,501.42, second by Member Hendrix. **With eight members present voting aye, the motion carried by a vote of 8-0.**

PUBLIC COMMENT – Todd Milliron, Yorkville; Mark Perle, Plainfield; Priscilla Gruber, Plainfield; Martin Cannon, Plainfield; Scott Friestad, Morris; Kristine Friestad, Morris; Kirk Friestad, Newark; Chris Frohlich, Lisbon; Beverly Horsley, Lisbon Township; Bob Teesta

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS - None

COMMITTEE BUSINESS

From the PBZ Committee:

Discussion of Amended Petition 17-28 from Kendall County PBZ Committee

Request: Text Amendments to Sections 7.01.D.32 (Specials Uses in A-1 Agricultural District), 7.01.D.33 (Special Uses in A-1 Agricultural District) and 10.03.B.4 (Special Uses in M-3 Aggregate Materials Extraction, Processing and Site Reclamation District) of the Kendall

County Zoning Ordinance Pertaining to Regulations of Outdoor Target Practice or Shooting Ranges (Not Including Private Shooting in Your Own Yard) - Mr. Asselmeier summarized the request, provided history and background on the request and actions taken previously, and also stated that Na-Au-Say Township filed a formal objection of the proposal. Discussion on the citizen concerns expressed at this meeting, the location of existing gun ranges, hours of operation, guidelines, distance requirements, and the logistics of adding another gun range to this area. **There was consensus by the committee that this item should be further discussed and voted on at the November 27, 2018 County Board meeting.**

Discussion of Petition 18 – 04 from Kendall County Regional Planning Commission

Request: Proposed Amendments to Future Land Use Map for Properties Located near Route 47 in Lisbon Township – Mr. Asselmeier briefed the committee on the request, and the background, and reviewed the map filed by Lisbon Township, and the County map of the area with the committee. **There was consensus that the item should be forwarded to the November 27th County Board meeting for further discussion and vote.**

Discussion of Petition 18 – 13 from Kendall County PBZ Committee

Request: Text Amendments to Sections 3.02, 4.18, 7.01.D, 8.02.C, 8.03.H.1, 8.09.B, 9.02.C, 9.03.C, 9.04.C, 9.05.C, 9.06.F, 9.07.C, and 10.03.B of the Kendall County Zoning Ordinance by Amending Kendall County’s Solar Panel Zoning Regulations – Mr. Asselmeier informed the committee about the request, and reviewed the suggested changes. **There was agreement by the committee that this item should be forwarded to the November 20th County Board meeting.**

From the Budget & Finance Committee:

Discussion of Health Department Levy – Discussion on the original Finance Committee idea of giving the Health Department their IMRF, Social Security and Health Insurance funds, in addition to the \$757,000. Health Department Levy, or a total of approximately 1.8 million. Member Prochaska stated that Dr. Palmer suggested the Health Department would only be able to contribute \$200,000 toward department benefits this year. Member Purcell stated that in his discussion with Dr. Palmer this past week, it was apparent that both boards would not come to an agreement this year. Mr. Kellogg also shared highlights of his discussion with Dr. Palmer as well.

Discussion of FY2019 Budget – Discussion on the budget proposal, items that were cut or reduced in earlier meetings, and how to proceed in balancing the budget. After discussion, Member Purcell voiced his concerns about the contribution from the Health Department for their employee benefits, and then offered suggestions on how to proceed in balancing the budget.

QUESTIONS FROM THE MEDIA – None

ACTION ITEMS FOR THE OCTOBER 16, 2018 COUNTY BOARD MEETING

Approval of Claims in an amount not to exceed \$2,484,377.35, Coroner Claims in an amount not to exceed \$107.01, and November 6, 2018 Election Judge Claims in an amount not to exceed \$59,501.42

REVIEW BOARD ACTION ITEMS – Chair Gryder asked the committee to review the draft County Board agenda for November 20, 2018.

ITEMS FOR THE December 13, 2018 COMMITTEE OF THE WHOLE MEETING - None

CHAIRMANS REPORT – No Report

EXECUTIVE SESSION – Not needed

ADJOURNMENT – Member Gilmour made a motion to adjourn the meeting, second by Member Kellogg. With six members present voting aye, the meeting was adjourned at 7:27p.m.

Respectfully Submitted,

Valarie McClain
Administrative Assistant and Recording Secretary