

**KENDALL COUNTY BOARD AGENDA
ADJOURNED SEPTEMBER MEETING**

**Kendall County Office Building, Rooms 209 & 210
Tuesday, February 20, 2018 at 9:00 a.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
 - A. Approval of Resolution honoring former County Board Chair Franklin "Frank" Coffman
 - B. Presentation of ACA Accreditation Certificate 2018
 - C. Acknowledgement of Sheriff's Office Employee of the Year – Sgt. Jeanne Russo
7. Correspondence and Communications – County Clerk
 1. Acknowledge receipt of the IDOT Compliance Review for receipt and disbursement of Motor Fuel Tax Funds for the period beginning January 1, 2016 and ending December 31, 2017
 2. Acknowledge receipt of the IDOT Compliance Review for receipt and disbursement of Township Bridge Funds for the period beginning January 1, 2016 and ending December 31, 2017
8. Citizens to Be Heard
9. Executive Session
10. Old Business
11. New Business
 - A. Release County Board Executive Session minutes from January 20, 2009 part 1, January 20, 2009 part 2, March 17, 2009 and April 20, 2010
 - B. Approval of HIDTA Drug Intelligence Officer Service Contract with Kendall County as the Fiduciary Agent Effective March 12, 2018 through March 11, 2019
12. Elected Officials Report and Other Department Reports
 - A. Sheriff
 - B. County Clerk
 - C. Treasurer
 - D. Clerk of the Court
 - E. State's Attorney
 - F. Coroner
 - G. Health Department
 - H. Supervisor of Assessments
13. Standing Committee Reports
 - A. Planning, Building & Zoning
 1. Approval to Publish the Noxious Weed Annual Notice In a Newspaper of General Circulation in Kendall County At a Cost Not To Exceed \$100.00; Related Invoice(s) Will Be Paid from the Planning, Building and Zoning Legal Publications Line Item (010-2-002-6209)
 2. Approval of a Resolution Approving an Intergovernmental Agreement for Reciprocal Building Inspection Services between Kendall County, Illinois and the United City of Yorkville, Illinois
 3. Approval of a Resolution to Release All Claims on a Certificate of Deposit Owned by Vincent Domino at Old Second Bank in the Amount of \$923.19
 4. Approval to Release Minutes of Executive Sessions of Planning, Building and Zoning Committee for the Following Dates: June 9, 1997, August 11, 1997, May 8, 2000, February 13, 2001, February 7, 2005 B, April 11, 2005, May 2, 2005, May 9, 2005, October 5, 2006, February 5, 2007, and April 9, 2007
 - B. Law, Justice and Legislation
 1. Approval of Resolution calling for the Comptroller and General Assembly to Protect Availability of Auditing Standards for Units of Local Government (HB 4104)
 2. Approval of Resolution supporting HB 4298
 3. Approval of Resolution Electing to Participate in a Manufacturer E-Waste Program, Provided for in the Illinois Consumer Electronics Recycling Act, for the Year 2019
 - C. Administration/HR

1. Approval of GovQA Master Service(s) Agreement for GovQA FOIA Application with an annual cost of \$16,200 and a one-time implementation cost of \$3,000

D. Highway

1. Engineering Agreement between Kendall County and Willett Hofmann & Associates, Inc. in the amount of \$48,150 to perform NBIS inspections on County Bridges for 2018 and 2019.
2. Agreement between Illinois Department of Transportation and Kendall County providing for participation in the County Engineer's Salary Program.
3. Award bid to Bonnell Industries, Inc. in the amount of \$42,825 to provide a sign truck body with telescopic crane.
4. Resolution authorizing the posting of seasonal weight limit restrictions on certain County Highways.
5. Resolution appropriating \$650,000 of Motor Fuel Tax Funds for the resurfacing of Little Rock Road from U.S. Route 34 to Galena Road.
6. Resolution appropriating \$750,000 of Motor Fuel Tax Funds for the resurfacing of Grove Road from Illinois Route 126 to Plainfield Road.

E. Facilities

1. Approval to sign a 25 year Power Purchase Agreement and Land Lease with GRNE Solar to construct a 2MW AC Single Access Tracker Solar Field and sell the power to Kendall County at a Rate Not to Exceed .0285 cents per kWh in year one with a .9% increase per year
2. Approval to sign a 25 year Land Lease with GRNE Solar to build a Community Solar Field on the Detention Area West of the Health Department. GRNE will pay Kendall County \$2,000.00 per acre per year for the Land Lease
3. Approve the Public Safety Center A/C systems replacement by the Trane Company in an amount not to exceed \$699,108.00

F. Finance

1. Approve Claims in an amount not to exceed \$1,284,481.43 and Grand Juror Claims in an amount not to exceed \$438.40
2. Approve Coroner Claims in an amount not to exceed \$2,851.54

G. Animal Control

H. Economic Development

I. Standing Committee Minutes Approval

14. Special Committee Reports

- A. VAC
- B. UCCI
- C. Historic Preservation
- D. Board of Health
- E. Juvenile Justice Counsel

15. Other Business

16. Chairman's Report

**Appointments
Announcements**

17. Citizens to be Heard

18. Questions from the Press

19. Executive Session

20. 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
January 16, 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 Tuesday, January 16, 2018 at 9:20 a.m. The Clerk called the roll. Members present: Chairman Scott Gryder, Lynn Cullick, Bob Davidson, Judy Gilmour, Audra Hendrix, Matt Kellogg, Matt Prochaska and John Purcell.

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

THE MINUTES

Member Cullick moved to approve the submitted minutes from the Adjourned County Board Meeting of 12/19/17. Member Hendrix seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

THE AGENDA

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

CORRESPONDENCE AND COMMUNICATIONS

County Clerk, Debbie Gillette read a letter from Marie Bracken the Little Rock Township Assessor regarding taxes and Mapping Department.

NEW BUSINESS

HIDTA Surveillance Platforms

Member Hendrix moved to authorize the Sheriff, on behalf of HIDTA, to purchase 2 surveillance platforms for an amount not to exceed \$318,639.45. Member Davidson seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Global Release and Settlement Agreement

Member Cullick moved to approve the global release and settlement agreement in Crystal Avalos as administrator of the Estate of Luis Carlos Rodriguez v. Northville Township et al., case number 2016L63 (Kendall County Circuit Court) with a zero dollar contribution from Kendall County, Illinois. Member Purcell seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

IMRF

Member Purcell moved to approve the resolution relating to participation by elected officials in IMRF – Clerk & Recorder, Treasurer and Sheriff. Member Cullick 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 18-02 is available in the Office of the County Clerk.

IMRF

Member Cullick moved to approve the resolution relating to participation by elected officials in IMRF – Circuit Clerk, Coroner and State’s Attorney. Member Prochaska seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye except Purcell who voted present. **Motion carried.**

A complete copy of Resolution 18-03 is available in the Office of the County Clerk.

Liquor Control Ordinance

Member Purcell moved to approve the ordinance regulating the retail sale of alcoholic liquors outside the corporate limits of any city, village or incorporated town in Kendall County, Illinois. Member Gilmour 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 Ordinance 18-01 is available in the Office of the County Clerk.

ELECTED OFFICIALS REPORT AND OTHER DEPARTMENT REPORTS

Sheriff

Annual Report

**Kendall County Sheriff's Office
12 Month Report
December 01, 2016 - November 30, 2017**

Records Division

Papers Served	2,433
Civil Process Fees	\$ 80,728.38
Record Fees	\$ 3,136.05
Sheriff's Sales	\$ 123,257.50
Bond Fees	\$ 12,125.71

Operations Division

Calls for Service	8,751
Police Reports	3,624
Total Arrests	1,073
Traffic Contacts	4,938
Traffic Citations Issued	2,281
DUI Arrests	60
Zero Tolerance	0
CAD Report	23,680

Court Security

Courthouse Entries	186,234
Arrests made at Courthouse	268

Corrections Division

Average Daily Population	147
Kendall County Average Daily Population	67
Total Bookings	2,755
Meals Served	149,767
Average price per meal	1.21
Inmates Housed from Other Jurisdictions	1,035
Total Inmate Transports	2,171
Out of County Housing Billed Out	\$1,551,465

Total Vehicle Mileage 710,517

12 Month Budget Results

Sheriff's Budget	\$5,721,448.00	Corrections Budget	\$4,443,715.00
Year to Date	\$5,714,843.17	Year to Date	\$4,763,632.66
Balance	\$6,604.83	Balance	-\$ 319,917.66
Percent	99.88%	*Percent	107.20%

*includes a 27th pay period which was not budgeted for

Sheriff Baird informed the board that the security update is on track.

County Clerk

Revenue Report	12/1/17-12/31/17	12/1/16-12/31/16	12/1/15-12/31/15
Line Item	Fund		
County Clerk Fees	\$765.50	\$1,053.00	\$705.00
County Clerk Fees - Marriage License	\$780.00	\$1,200.00	\$780.00

	County Clerk Fees - Civil Union	\$0.00	\$30.00	\$0.00
	County Clerk Fees - Misc	\$1,095.50	\$2,194.85	\$1,494.47
	County Clerk Fees - Recording	\$25,228.00	\$38,504.00	\$24,292.00
01010061205	Total County Clerk Fees	\$27,869.00	\$42,981.85	\$27,271.47
01010001185	County Revenue	\$36,026.50	\$46,956.50	\$32,707.00
38010001320	Doc Storage	\$15,327.50	\$21,715.00	\$14,344.00
51010001320	GIS Mapping	\$25,842.00	\$36,574.00	\$24,196.00
37010001320	GIS Recording	\$3,228.00	\$4,564.00	\$3,022.00
01010001135	Interest	\$46.99	\$50.32	\$48.23
01010061210	Recorder's Misc	\$3,135.75	\$9,275.50	\$3,082.00
81010001320	RHSP/Housing Surcharge	\$13,779.00	\$18,954.00	\$12,690.00
37210001575	Tax Certificate Fee	\$1,880.00		
37210001576	Tax Sale Fees	\$156.75		
37210001577	Postage Fees	\$92.26		
CK # 18374	To KC Treasurer	\$127,383.75	\$181,071.17	\$117,360.70

County Clerk, Debbie Gillette stated that the annual report is in the packet.

Treasurer

Office of Jill Ferko
Kendall County Treasurer & Collector
111 W. Fox Street Yorkville, IL 60560

Kendall County General Fund

QUICK ANALYSIS OF MAJOR REVENUES AND TOTAL EXPENDITURES
FOR ONE MONTH ENDED 12/31/2017

<u>REVENUES*</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	<u>2018 YTD %</u>	<u>2016 YTD Actual</u>	<u>2016 YTD %</u>
Personal Property Repl. Tax	\$400,000	\$11,710	2.93%	\$16,246	4.39%
State Income Tax	\$2,470,000	\$130,759	5.29%	\$219,333	9.14%
Local Use Tax	\$630,000	\$55,154	8.75%	\$48,285	7.73%
State Sales Tax	\$550,000	\$55,834	10.15%	\$55,628	11.59%
County Clerk Fees	\$400,000	\$28,457	7.11%	\$33,856	10.26%
Circuit Clerk Fees	\$850,000	\$0	0.00%	\$0	0.00%
Fines & Foreits/St Atty.	\$380,000	\$0	0.00%	\$0	0.00%
Building and Zoning	\$65,000	\$2,288	3.52%	\$11,346	18.30%
Interest Income	\$86,500	\$871	1.01%	\$0	0.00%

Health Insurance - Empl. Ded.	\$1,299,440	\$90,560	6.97%	\$123,257	9.74%
1/4 Cent Sales Tax	\$2,950,000	\$249,790	8.47%	\$234,724	8.04%
County Real Estate Transf Tax	\$440,000	\$29,718	6.75%	\$29,337	7.40%
Correction Dept. Board & Care	\$832,200	\$117,600	14.13%	\$24,880	2.84%
Sheriff Fees	\$245,000	\$10,992	4.49%	\$17,811	6.98%
TOTALS	\$11,598,140	\$783,733	6.76%	\$814,704	7.15%
Public Safety Sales Tax	\$5,068,000	\$424,997	8.39%	\$410,963	8.11%
Transportation Sales Tax	\$4,750,000	\$424,997	8.95%	\$410,963	8.65%

*Includes major revenue line items excluding real estate taxes which are to be collected later. To be on Budget after 1 month the revenue and expense should at 8.33%

Treasurer, Jill Ferko stated that they have been busy with the yearend/audit, prepayment of property taxes, 3 benefit fairs and open enrollment.

State's Attorney

State's Attorney Eric Weis presented the yearend report.

STATE'S ATTORNEY 2017 REPORT

The Kendall County State's Attorney's Office issued its 2017 year-end report, which reports case statistics, revenue and budget details, as well as comparisons to previous years. The majority of the resources from the State's Attorney's Office are dedicated to the prosecution of criminal cases. Eight assistant state's attorneys and the State's Attorney handled nearly 8,000 new criminal/traffic files last year including First Degree Murder and other serious violent offenses. A break down of the cases filed and the dispositions of those cases are detailed below:

Case type	2017	2016	2015
Felony *	420	419	404
Misdemeanor (Excluding DUI & CL)	749	990	1079
CL Violations	226	72	0
DUI	190	211	249
Traffic	6,049	7,800	9,202
Juv. Delinquency **	198	226	300
Juv. Abuse & Neglect	31	9	22
Juv. Truancy	19	10	16
Total cases filed ***	7,882	9,665	11,272

* Multiple counts are usually filed as one case number. ** Only includes cases referred to the State's Attorney's Office from Court Services. *** Does not include civil cases, child support enforcement cases, ordinance violations, and post-sentence cases (Probations, Supervision, Conditional Discharge, Post-IDOC restitution, Post Conviction Petitions).

Of felony cases disposed of, convictions resulted in 96% of the cases in 2016 and 98% of the cases in 2017 as of January 10, 2018.

State's Attorney, Eric Weis stated that they continue to use the Child Advocacy Center; they had 89 interviews last year. The Juvenile Justice Council continues to be a positive aspect that comes out of the State's Attorney's office. Several union contracts were ratified and approved. Mr. Weis stated that \$140,000 was saved last year and \$860,000 to date; having the State's Attorney's office handle negotiations.

Coroner

Description	**	Month: December 2017 (FY 2018)	Fiscal Year-to-Date	December 2016/FY17
Total Deaths		21	21	33
Natural Deaths		17	17	27
Accidental Deaths	*	1	1	4
Pending	*	2	2	
Suicidal Deaths	*	1	1	1
Homicidal Deaths		0	0	1
Toxicology		3	3	6
Autopsies		3	3	6
Cremation Authorizations		16	16	22

**

Accidental Death(s):

1. 12/09/2017 – Yorkville PD – 32 yo, white, female - Blunt Force Injuries due to Motor Vehicle Collision

Pending Death(s):

1. 12/20/2017 – Montgomery PD – 22yo, white female, Pending Investigation
2. 12/23/2017 – Kendall County – 46 yo, white male, Pending Investigation

Suicidal Death(s):

1. 12/20/2016 – Kendall County – 34 yo, Hispanic male, Asphyxiation due to Hanging

PERSONNEL/OFFICE ACTIVITY:

1. The Kendall County Coroner's Office presented at Montgomery Police Department's general staff meeting regarding investigative cooperation.
2. Coroner Purcell, Chief Deputy Gotte and Deputy Shockley performed annual firearm's qualifications at the Montgomery Police Department.

Supervisor of Assessments

Supervisor of Assessments Andy Nicoletti stated that Board of Review finished up for the year and will certify to the Clerk by the end of the month.

Regional Office of Education

Superintendent Chris Mehochko presented the board with an annual report.

BREAK

RECONVENE

STANDING COMMITTEE REPORTS

Planning, Building and Zoning

Revocation of Special Use

Member Kellogg moved to approve petition 18-01 request from Erich and Amy Kaiser for the revocation of a special use permit awarded by Ordinance 2008-09 allowing the operation of a landscaping business at 17609 Galena Road (01-06-100-006) in Little Rock Township. Member Gilmour 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 Ordinance 18-02 is available in the Office of the County Clerk.

Law, Justice and Legislation

Member Prochaska stated that there was no report.

Administration/HR

Section 5311 Grant Agreement

Member Gilmour moved to approve the resolution authorizing execution and amendment of Section 5311 Grant Agreement. Member Hendrix 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 18-04 is available in the Office of the County Clerk.

Technology Services Director Job Description

Member Gilmour moved to approve the Technology Services Director job description. Member Purcell seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Highway

Resolution Opposing SB 1451

Member Kellogg moved to approve the resolution opposing SB 1451. Member Davidson seconded the motion.

Members discussed the bill which would give telecom companies the right to put their facilities in our right-of-ways without the county's consent and without following the usual zoning process.

Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Resolution 18-05 is available in the Office of the County Clerk.

Facilities

NRG Curtailment Solutions

Member Davidson moved to approve the contract with NRG Curtailment Solutions to serve as the Kendall County demand response provider. Member Prochaska seconded the motion.

County Administrator, Scott Koeppel explained that the generator would be used on peak days when load gets high on the electrical grid. The county will receive about \$30,000 a year to do this. At a minimum we will have to generate an hour in August and any other time we are told to generate. This is a 6 year contract and they will upgrade our generator to meet current EPA requirements for the program.

Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of IGAM 18-01 is available in the Office of the County Clerk.

Finance

CLAIMS

Member Purcell moved to approve the claims submitted in the amount not to exceed \$441,067.01. Grand Juror Claims in an amount not to exceed \$232.28 and Petit Juror Claims from in an amount not to exceed \$1,686.31. Member Kellogg seconded the motion.

COMBINED CLAIMS: FCLT MGMT \$36,912.33, B&Z \$328.98, CO CLK & RCDR \$1,442.65, ELECTION \$2,100.00, SHRFF \$28,588.77, CRRCTNS \$15,128.25, EMA \$381.42, CRCT CT CLK \$1,283.73, JURY COMM \$2,169.66, CRCT CT JDG \$12,922.80, CRNR \$793.76, CMB CRT SRV \$573.79, PUB DFNDR \$60.00, TRSR \$2,982.65, AUD & ACCT \$5,250.00, OFF OF ADM SRV \$99.52, GNRL INS & BNDG \$108.00, CO BRD \$128.72, TECH SRV \$7,113.70, PRPRTY TX SRV \$5,107.45, FAC MGT UTLTS \$62,937.42, LIABIL INS EXP \$2,972.16, CO HWY \$45,481.61, CO BRDG \$16,485.18, TRNSPRT SALES TX \$7,953.28, HLTH & HMN SRV \$49,646.79, FRST PRSRV \$1,199.05, ELLIS HS \$170.47, ELLIS RDNG LSSNS \$34.47, ELLIS PUB PRGMS \$131.84, SNRS CNTR \$287.52, ELLIS WDDNGS \$678.16, HOOVER \$915.20, ENV ED SCHL \$5.00, ENV ED CMPS \$100.16, ENV ED NTRL BGNNGS \$205.44, ENV ED OTHR PUB PRGMS \$80.85, ENV ED LWS OF NTR \$145.22, GRNDS & NTRL RSRCS \$3,801.36, ANML CNTRL EXPS \$110.62, CO RCDR DOC STRG \$5,885.20, SHRFF PRV ALC CRM \$425.00, DRG ABS EXP \$39.99, HIDTA \$56,828.21, CRT SEC FND \$1,638.19, LAW LBRY \$2,935.95, CRNR \$161.10, PRBTN SRV \$84.98, GIS \$31.92, ENG/CNSLTG ESCRW \$501.93, PUB SFTY \$53,871.66, SHRFF FTA FND \$1,952.56, VAC \$606.52, FP BND PRCD \$2,159.27

Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Coroner Claims

Chairman Gryder recused member Purcell from the vote.

Member Cullick moved to approve the coroner claims in the amount not to exceed \$954.86. Member Kellogg seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Health & Environment

No report.

Labor & Grievance

No report.

Committee of the Whole

Chairman Gryder reviewed the minutes in the packet from the January 11, 2018 meeting.

STANDING COMMITTEE MINUTES APPROVAL

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

SPECIAL COMMITTEE REPORTS

VAC

Chairman Gryder stated that Olivia Laschober's last day will be February 2, 2018, Mr. Gryder thanked her for her hard work she's done for our county.

UCCI

Member Prochaska stated that the legislative and education seminars are February 27-28, 2018.

Historic Preservation

They will be meeting on February 21, 2018.

Board of Health

Meeting is tonight, January 16, 2018.

Juvenile Justice Council

Member Gilmour stated that the SKY run is on April 21, 2018 and they are looking for sponsorships.

Chairman's Report

Aurora Election Commission

Chairman Gryder spoke about the abolishment of the Aurora Election Commission. The voters will have the question on the ballot which will read "Shall the City Election Law be Rejected?" the vote will be a yes or no. The County Clerk's office will be able to handle the additional voters if necessary. More primaries could happen and bilingual ballots may be necessary.

QUESTIONS FROM THE PRESS

Jim Wyman from WSPY asked if Kendall County precincts have bilingual ballots, the answer was no.

ADJOURNMENT

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

Approved and submitted this 29th day of January, 2018.

Respectfully submitted by,
Debbie Gillette
Kendall County Clerk

COUNTY OF KENDALL, ILLINOIS

RESOLUTION HONORING FRANKLIN “FRANK” COFFMAN

RESOLUTION ____ - ____

WHEREAS, Franklin “Frank” Coffman was born April 21, 1933 in Plano, IL the son of Herman Glenn and Martha (Brooks) Coffman Sr.; and

WHEREAS, Frank Coffman was united in marriage on May 7, 1960 at St. Rita’s Catholic Church in Aurora, IL to the former Elaine Plante and they spent the next 57 happy years together; and

WHEREAS, Frank Coffman served in the United States Air Force during the Korean War; and

WHEREAS, Frank Coffman was the Secretary and Treasurer at Coffman Brother’s Truck Sales; and

WHEREAS, Frank Coffman served as a Kendall County Board Member, Kendall County Forest Preserve Commissioner, Kendall County Liquor Commissioner, and Kendall County Board Chairman; and

WHEREAS, Frank Coffman was a member of the Sunbeam Masonic Lodge A.F. & A.M. #428 in Plano, IL, the Royal Order of Racoons Fishing Team, Loyal Order of Moose in Sandwich, IL Lodge 1016, and Past Commander of the Plano American Legion Post 395; and

NOW THEREFORE BE IT RESOLVED, BY THE RESIDENTS OF KENDALL COUNTY AS REPRESENTED BY THE KENDALL COUNTY BOARD, that we mourn the passing of Frank Coffman and extend our sincere condolences to his family, friends, and all who knew and loved him; and

BE IT FURTHER RESOLVED, that the County Administrator create a suitable copy of this resolution to be presented to the family of Frank Coffman as an expression of our deepest sympathy.

PRESENTED and ADOPTED by the County Board, this 20th day of February 2018.

Approved:

Attest:

Scott R. Gryder, County Board Chairman

Debbie Gillette, County Clerk and Recorder

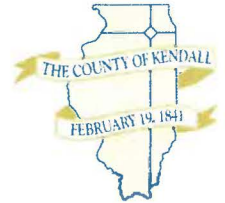




Kendall County

Office of the Sheriff

Dwight A. Baird, Sheriff
1102 Cornell Lane Yorkville Illinois 60560
Phone: 630-553-7500 Fax: 630-553-1972
www.co.kendall.il.us/sheriff



TO: Chairman Scott Gryder
FROM: Undersheriff Harold O. Martin III
SUBJECT: Presentation of a Certificate of Accreditation
From the American Correctional Association
DATE: February 13th, 2018
CC: Sheriff Dwight Baird

Chairman Gryder, Sheriff Dwight Baird would like to present to the Kendall County Board a Certificate of Accreditation from the American Correctional Association (ACA). This certificate was presented to Sergeant Jeanne Russo (ACA Program Leader), Deputy Commander Joseph Gillespie, and myself, representing the Kendall County Sheriff's Department on Saturday, January 6th, 2018 in Orlando, Florida at the American Correctional Association's Winter Conference.

This Certificate of Accreditation was earned by the Kendall County Correctional Division after passing a very difficult and through audit of our jail. The following are benefits to being an accredited facility:

- **Improved staff training and development.**
- **A true assessment of program strengths and weaknesses.**
- **Defense against lawsuits.**
- **Establishment of measureable criteria for upgrading operations.**
- **Improved staff morale and professionalism.**
- **Safer environment for staff and inmates.**
- **Reduced liability insurance costs.**
- **Performance-based benefits.**

There are 95 county jails in Illinois of which only 6 are accredited, we are now the 7th. With our accreditation there are now only 907 total accredited jails in the United States.

I would like to offer a special thanks to all the men and women of the Kendall County Correctional Division that made this possible.



Illinois Department of Transportation

Office of Highways Project Implementation / Region 2 / District 3
700 East Norris Drive / Ottawa, Illinois 61350-1628

February 6, 2018

Mr. Francis C. Klaas, County Engineer
Kendall County
6780 Route 47
Yorkville, IL 60560

Dear Mr. Klaas:

Enclosed is a copy of **Compliance Review #59** covering the receipt and disbursement of **Motor Fuel Tax funds** by your county's road districts for the period beginning **January 1, 2016 and ending December 31, 2017.**

PLEASE REFER TO THE REVIEWER'S COMMENTS PAGE FOR SPECIFIC COMMENTS IN REGARDS TO THIS COMPLIANCE REVIEW.

This report should be presented to the County Board at the first regular meeting after the receipt of this letter and then filed as a permanent record in your office.

This report is a compliance review conducted by Local Roads and Streets. An audit will be performed at a later date by an auditor from the Bureau of Investigations and Compliance.

If you have any questions, please contact Emily Vicich at (815) 434-8439.

Sincerely,

Kevin Marchek, P.E.
Region Two Engineer

A handwritten signature in black ink, appearing to read 'Donald R. Ernat'.

By: Donald R. Ernat, P.E.
Local Roads and Streets Engineer

cc: Compliance Review

EV:ac
S:\imp\local roads\typing 2018\ComplianceCoverLetter-RoadDistricts_KendallCoRD(2)



Illinois Department of Transportation

Office of Highways Project Implementation / Region 2 / District 3
700 East Norris Drive / Ottawa, Illinois 61350-1628

February 6, 2018

Mr. Francis C. Klaas, County Engineer
Kendall County
6780 Route 47
Yorkville, IL 60560

Dear Mr. Klaas:

Enclosed is a copy of **Compliance Review** Supplemental #59 covering the receipt and disbursement of **Township Bridge Funds** by your county's road districts for the period beginning **January 1, 2016 and ending December 31, 2017.**

PLEASE REFER TO THE REVIEWER'S COMMENTS PAGE FOR SPECIFIC COMMENTS IN REGARDS TO THIS COMPLIANCE REVIEW.

This report should be presented to the County Board at the first regular meeting after the receipt of this letter and then filed as a permanent record in your office.

This report is a compliance review conducted by Local Roads and Streets. An audit will be performed at a later date by an auditor from the Bureau of Investigations and Compliance.

If you have any questions, please contact Emily Vicich at (815) 434-8439.

Sincerely,

Kevin Marchek, P.E.
Region Two Engineer

A handwritten signature in black ink, appearing to read 'Donald R. Ernat'.

By: Donald R. Ernat, P.E.
Local Roads and Streets Engineer

cc: Compliance Review

EV:ac
S:\imp\local roads\typing 2018\ComplianceCoverLetter-TBP_KendallCoTBP(2)

Kendall County Clerk				
Revenue Report		1/1/18-1/31/18	1/1/17-1/31/17	1/1/16-1/31/16
Line Item	Fund	Revenue	Revenue	Revenue
	County Clerk Fees	\$ 756.00	\$ 918.00	\$ 669.50
	County Clerk Fees - Marriage License	\$ 660.00	\$ 810.00	\$ 780.00
	County Clerk Fees - Civil Union	\$ 30.00	\$ -	\$ -
	County Clerk Fees - Misc	\$ 1,602.00	\$ 1,889.00	\$ 1,701.50
	County Clerk Fees - Recording	\$ 25,112.00	\$ 30,923.00	\$ 22,862.00
01010061205	Total County Clerk Fees	\$ 28,160.00	\$ 34,540.00	\$ 26,013.00
01010001185	County Revenue	\$ 31,026.25	\$ 30,604.00	\$ 25,974.25
38010001320	Doc Storage	\$ 15,012.00	\$ 18,520.00	\$ 13,686.50
51010001320	GIS Mapping	\$ 25,344.00	\$ 31,166.00	\$ 23,079.00
37010001320	GIS Recording	\$ 3,168.00	\$ 3,892.00	\$ 2,885.00
01010001135	Interest	\$ 50.26	\$ 55.16	\$ 42.42
01010061210	Recorder's Misc	\$ 3,064.00	\$ 5,971.72	\$ 4,540.25
81010001320	RHSP/Housing Surcharge	\$ 13,608.00	\$ 16,524.00	\$ 12,051.00
37210001575	Tax Certificate Fee	\$ 1,520.00	\$ 1,800.00	
37210001576	Tax Sale Fees	\$ 620.00	\$ 1,585.00	
37210001577	Postage Fees	\$ 406.23	\$ 1,006.69	
CK # 18389	To KC Treasurer	\$ 121,978.74	\$ 145,664.57	\$ 108,271.42
Death Certificate Surcharge sent from Clerk's office \$800.00 ck # 18386				
Dom Viol Fund sent from Clerk's office \$115.00 ck 18385				

Office of Jill Ferko

Kendall County Treasurer & Collector
111 W. Fox Street Yorkville, IL 60560

Kendall County General Fund

QUICK ANALYSIS OF MAJOR REVENUES AND TOTAL EXPENDITURES
FOR TWO MONTHS ENDED 01/31/2018

<u>REVENUES*</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	<u>2018 YTD %</u>	<u>2017 YTD Actual</u>	<u>2017 YTD %</u>
Personal Property Repl. Tax	\$400,000	\$51,584	12.90%	\$76,622	20.71%
State Income Tax	\$2,470,000	\$321,323	13.01%	\$366,545	15.27%
Local Use Tax	\$630,000	\$109,924	17.45%	\$100,946	16.15%
State Sales Tax	\$550,000	\$117,327	21.33%	\$102,103	21.27%
County Clerk Fees	\$400,000	\$56,326	14.08%	\$76,838	23.28%
Circuit Clerk Fees	\$850,000	\$74,124	8.72%	\$73,739	7.76%
Fines & Foreits/St Atty.	\$380,000	\$29,855	7.86%	\$29,906	6.95%
Building and Zoning	\$65,000	\$8,041	12.37%	\$13,224	21.33%
Interest Income	\$86,500	\$21,453	24.80%	\$5,835	15.56%
Health Insurance - Empl. Ded.	\$1,299,440	\$185,088	14.24%	\$212,014	16.75%
1/4 Cent Sales Tax	\$2,950,000	\$495,549	16.80%	\$466,677	15.98%
County Real Estate Transf Tax	\$440,000	\$65,744	14.94%	\$76,294	19.25%
Correction Dept. Board & Care	\$832,200	\$237,092	28.49%	\$93,597	10.70%
Sheriff Fees	\$245,000	\$24,515	10.01%	\$33,468	13.12%
TOTALS	\$11,598,140	\$1,797,944	15.50%	\$1,727,807	15.16%
Public Safety Sales Tax	\$5,068,000	\$849,815	16.77%	\$816,746	16.12%
Transportation Sales Tax	\$4,750,000	\$849,815	17.89%	\$816,746	17.19%

*Includes major revenue line items excluding real estate taxes which are to be collected later. To be on Budget after 2 month the revenue and expense should at 16.66%

EXPENDITURES

All General Fund Offices/Categories

\$28,534,189 **\$4,603,189** **16.13%** **\$4,973,862** **17.87%**



KENDALL COUNTY CORONER
— JACQUIE PURCELL —

Description	**	Month: January 2018	Fiscal Year-to- Date	January 2017
Total Deaths		31	52	35
Natural Deaths		30	47	31
Accidental Deaths		0	1	2
Pending		0	2	0
Suicidal Deaths	*	1	2	2
Homicidal Deaths		0	0	0
Toxicology		2	5	4
Autopsies		2	5	4
Cremation Authorizations		13	29	19

**

Suicidal Death(s):

1. 01/05/2018 – Kendall County – 53 yo, White Male, Ethanol, Hydrocodone, Acetaminophen, Clonazepam, Bupropion, Carisoprodol, Guaifenesin, Trazodone and Cyclobenzaprine Toxicity

PERSONNEL/OFFICE ACTIVITY:

1. Chief Deputy Levi Gotte provided a Coroner's Office Orientation to new deputies with the Kendall County Sheriff's Office on January 3, 2018.
2. Coroner Purcell met with Health Department Director Dr. Amaal Tokars on January 4, 2018, to develop a community forum regarding the opioid epidemic and its impact on Kendall County.
3. Coroner Purcell provided 3 morgue tours for US Congressman Randy Hultgren's STEM program on January 20, 2018.

— CARORUM AD CURAM —

KENDALL COUNTY PLANNING, BUILDING & ZONING COMMITTEE

Kendall County Office Building

Rooms 209 & 210

111 W. Fox Street, Yorkville, Illinois

6:30 p.m.

Meeting Minutes of February 13, 2018 – Unofficial until approved

CALL TO ORDER

The meeting was called to order by Chairman Bob Davidson at 6:31 p.m.

ROLL CALL

Committee Members Present: Lynn Cullick, Bob Davidson (Chairman), Judy Gilmour (arrived at 6:32 p.m.), Scott Gryder, and Matt Kellogg (Vice Chairman)

Committee Members Absent: None

Also Present: Matt Asselmeier (Senior Planner), Scott Koeppel (County Administrator), Jim Williams, David Lombardo, Jerry Lizalek, John Millington, Michael King, and Patrick Dalseth

APPROVAL OF AGENDA

Motion by Member Cullick, seconded by Member Gryder, to move the Approval of Amendments to Petition 17-28 Pertaining to Outdoor Target Practice and Shooting Zoning Regulations to between Petitions and New Business. With a voice vote of four ayes, the motion carried.

Member Gilmour arrived at this time (6:32 p.m.)

APPROVAL OF MINUTES

Motion by Member Cullick, seconded by Member Kellogg, to approve the minutes of the January 8, 2018 meeting. With a voice vote of five ayes, the motion carried.

Motion by Member Cullick, seconded by Member Kellogg, to approve the minutes of the January 30, 2018 special meeting. With a voice vote of five ayes, the motion carried.

EXPENDITURE REPORT

The Committee reviewed the claims report. Motion by Member Kellogg, seconded by Member Cullick, to forward the claims to the Finance Committee. With a voice vote of five ayes, the motion carried.

PUBLIC COMMENT

David Lombardo, Shorewood, provided his curriculum vitae. Mr. Lombardo expressed concerns regarding the requirements that backstops must be one hundred fifty feet (150') for ranges for handguns and rifles with the same or less power than .22. He advised that the requirement be lowered to fifty feet (50'). He also expressed concerns regarding the backstop for rifles with more power than a .22 long rifle because of the financial costs to construct a range. Mr. Lombardo agreed to meet with Mr. Asselmeier to offer his suggestions. Mr. Asselmeier will bring Mr. Lombardo's comments to the March committee meeting.

Jerry Lizalek, Channahon, echoed Mr. Lombardo's comments regarding the distances from the firing line contained in the proposal. He recommended having short ranges because of safety

reasons. He expressed concerns regarding the size of property needed to have the firing line one thousand fifteen hundred feet (1,500') from the property lines of adjoining properties. Mr. Asselmeier stated that the current regulations are one thousand feet (1,000') from existing dwellings and property lines of schools, daycares, places of worship, and airstrips. Mr. Lizalek requested that the phrase "public or private" after "ranges" in item "t". He also requested that the phrase "open to the public" be added after "ranges" in item "u". Lastly, he requested that word "yard" be replaced with "on your property" to the definition at the beginning of the proposal.

Chairman Davidson noted that the proposal will not be finalized until July at the earliest.

John Millington, Chicago, is a member of the Howell Shooting range. He asked if the State's Attorney has the final say. Chairman Davidson said that the State's Attorney provides legal advice, but the County Board has the final say on the proposal.

Michael King, Minooka, asked about the direct access requirement. Mr. Asselmeier noted that the State's Attorney's Office reviewed this requirement at the request of the Committee and the State's Attorney's Office questioned the public purpose related to this portion of the proposal. Mr. Asselmeier noted that this requirement was included because of concerns regarding changing a land use in a previous application. In that case, the property was formerly a house and was proposed to be a gun range. Some Committee members felt that the easement did not adequately protect the underlying property owner. Mr. King noted that the intent of public, perpetual easements are to provide access to property.

PETITIONS

None

OLD BUSINESS

Approval of Amendments to Petition 17-28 Pertaining to Outdoor Target Practice and Shooting Zoning Regulations

Discussion occurred regarding the distance of the firing line from dwellings. No decision was made on this portion of the proposal.

Motion by Member Gryder, seconded by Member Cullick, to bring this item back for the March meeting with Mr. Lombardo's comments included in the proposal. With a voice vote of five ayes, the motion carried.

NEW BUSINESS

Planning, Building and Zoning Staffing Issues-Discussion of Planning, Building and Zoning Director Position

Member Kellogg asked about a job description for this position. Mr. Koeppel said that he did not believe the Department requires a full-time director. Member Gryder suggested making Mr. Asselmeier the Zoning Administrator and removing the Interim title from the County Administrator's duties. The job descriptions for Planning, Building and Zoning Staff will be examined after completion of review of the job descriptions of employees in the Administrative Office. Mr. Koeppel will prepare proposed job descriptions and bring those job descriptions to the HR Committee for review. The proposed job description will then be sent back to the Planning, Building and Zoning Committee.

Planning, Building and Zoning Staffing Issues-Discussion of Part-Time and/or Intern Position

Mr. Koeppel explained that the Department had a full-time position. The person holding that position left the position and the previous County Administrator felt hiring a part-time person and an intern was the best option financially. The current part-time position works from 8:00 a.m. until 1:00 p.m. Monday-Friday and is at capacity. The existing intern will graduate in May; his employment will end upon graduation. The existing internship is paid. There is money in the budget to cover the salary of a part-time person. The part-time position would not be eligible for healthcare, but would be eligible for IMRF; the person would work one thousand (1,000) hours per year. Mr. Koeppel would like to post the job in April. The consensus of the Committee was to hire a part-time person instead of an intern.

Discussion of Citation Writing Possibility-Committee Could Refer This Matter to the State's Attorney's Office

Mr. Asselmeier read his memo on the subject. The Department already has the ability to issue notices. The question to the State's Attorney's Office is does the Department need additional authority to issue citations. Mr. Asselmeier also recommended that the Committee examine the fine schedule. Mr. Koeppel suggested that the fine schedule should be reviewed.

Jim Williams, Boulder Hill, reported a trailer parked on neighboring property and discussed additional complaints he previously filed.

The consensus of the Committee was to have Staff meet with the State's Attorney's Office to ensure the existing enforcement procedures allows for citation ability. If changes are required, a proposal will come back to the Planning, Building and Zoning to allow citations.

Discussion of Memo from Brian Holdiman to Planning, Building and Zoning Committee Pertaining to Property Maintenance Codes

Mr. Asselmeier read Mr. Holdiman's memo. The consensus of the Committee was to have Mr. Holdiman research the matter further and to propose specific changes to the ordinances to address issues.

Approval to Publish the Noxious Weed Annual Notice In a Newspaper of General Circulation in Kendall County At a Cost Not To Exceed \$100; Related Invoice(s) Will Be Paid from the Planning, Building and Zoning Legal Publication Line Item (010-2-002-6209)

Mr. Asselmeier read his memo on the subject. The State requires the County to publish the notice at least one (1) time per year. In the Noxious Weed Work Plan approved in 2017, the notice was to be published in first quarter of 2018.

Motion by Member Kellogg, seconded by Member Gryder, to recommend approval of publishing and paying for the notice as proposed.

Yeas (5): Cullick, Davidson, Gilmour, Gryder, and Kellogg
Nays (0): None
Abstain (0): None
Absent (0): None

The motion carried. This matter will go to the County Board on February 20th.

Approval of Intergovernmental Agreement with the United City of Yorkville for Building Inspection Services

Mr. Asselmeier provided information on the proposal; there were no changes from the 2017 agreement.

Motion by Member Gryder, seconded by Member Cullick, to recommend approval of the intergovernmental agreement as presented.

Yeas (5): Cullick, Davidson, Gilmour, Gryder, and Kellogg
Nays (0): None
Abstain (0): None
Absent (0): None

The motion carried. This matter will go to the County Board on February 20th.

Approval of Resolution to Release All Claims on a Certificate of Deposit Owned by Vincent Domino at Old Second Bank in the Amount of \$923.19

Mr. Asselmeier read his memo on the request. Mr. Domino established this account at his own initiative; the County did not require the creation of the account. Mr. Domino placed a condition on the account that the account cannot be liquidated without "Yorkville's approval". The funds were to be used to cover the land cash costs for a four (4) bedroom house in the Rancho Real Subdivision. Mr. Domino no longer owns the property. If someone applied for a building permit on the property, the Planning, Building and Zoning Department would charge them the applicable land cash fee.

Motion by Member Kellogg, seconded by Member Cullick, to recommend approval of the resolution releasing all claims on a certificate of deposit owned by Vincent Domino at Old Second Bank in the amount of Nine Hundred Twenty-Three Dollars and Nineteen Cents (\$923.19).

Yeas (5): Cullick, Davidson, Gilmour, Gryder, and Kellogg
Nays (0): None
Abstain (0): None
Absent (0): None

The motion carried. This matter will go to the County Board on February 20th.

OLD BUSINESS

Approval to Release Minutes of Meetings Lawfully Closed Under the Illinois Open Meetings Act (5 ILCS 120/2(c)(21))

Motion by Member Kellogg, seconded by Member Gryder, to approve the release of the executive session minutes from the following meetings:

June 9, 1997, August 11, 1997, May 8, 2000, February 13, 2001, February 7, 2005 B, April 11, 2005, May 2, 2005, May 9, 2005, October 5, 2006, February 5, 2007, and April 9, 2007.

Yeas (5): Cullick, Davidson, Gilmour, Gryder, and Kellogg

Nays (0): None
Abstain (0): None
Absent (0): None

The motion carried.

Update on Trailer Parked in Front Yard/Driveway Complaint at 18 Ridgefield Road, Montgomery. Committee Could Refer the Matter to the State's Attorney's Office or Code Hearing Unit

Mr. Asselmeier reported that the trailer parked in the driveway at 18 Ridgefield Road was removed.

Discussion of Solar Panel Regulations-Committee Could Initiate Text Amendments to the Zoning Ordinance on (a) and (b) below

(a) Proposed Regulations of Solar Panels Used for Onsite Consumption of Energy

Mr. Asselmeier read his memo on the issue. Solar panels used for onsite consumption of energy up to one hundred twenty percent (120%) of the energy generated is a permitted use in all districts. Yorkville's solar panel regulations were presented. The consensus of the Committee was not to make any changes at this time.

(b) Proposed Regulations of Solar Panels Used for Offsite Consumption of Energy

Mr. Asselmeier presented a table comparing the solar panel regulations of Boone, DeKalb, Grundy, Kankakee, Tazewell, and Will Counties. Mr. Asselmeier noted that LaSalle County does not have specific conditions on special use permits for solar farms. Chairman Davidson suggested obtaining Chris Childress' recommendations on a proposal. Mr. Asselmeier favored Grundy County's regulations. Several members favored DeKalb County's regulations with the inclusion of the field tile requirements.

Patrick Dalseth, employee of solar developer SunVest Solar, Inc., was trying to get the pulse of Kendall County for solar development. The window of incentive availability was short. Applications must be submitted in June; securing the correct zoning must occur prior to application. There could be three (3) application opportunities by the end of the first quarter of 2019. Projects must be built in eighteen (18) months. Mr. Dalseth said that the City of Kankakee in the industrial was the easiest area to get permitted. He also likes DeKalb County's regulation and Will County's regulation without the landscaping provisions. Leases are twenty-five (25) years with a five (5) year option.

Mr. Asselmeier will obtain an updated copy of DeKalb County's regulations. Any applications submitted under the current regulations would be evaluated on a case-by-case basis because the County could not adopt a solar panel regulation before the incentives from the State expire.

The consensus of the Committee was to bring this proposal back at the March meeting.

Review of Commercial Wind Farm Regulations

Mr. Asselmeier presented his memo on the subject. The consensus of the Committee was not to make any changes at this time.

Update on Bridge Issue at 13360 McKanna Road, Minooka (Bridge Owned by Mark Antos)

Mr. Asselmeier reported that neither the State's Attorney's Office nor the Planning, Building and Zoning Department received correspondence from Mr. Antos since Mr. Antos requested permission to complete the bridge by May 1st. The consensus of the Committee was to have the State's Attorney's Office ready to file paperwork in court if Mr. Antos fails to remove the low water crossing by May 1, 2018.

Request for Guidance RE: Conditional Use Permits

Mr. Asselmeier read his memo on the subject. He divided each conditional use into permitted or special use based on potential negative impacts to neighborhoods. The consensus was to set seasonal festivals as a special use.

The consensus of the Committee was to review this proposal at the March meeting.

Review of Proposed Special Use Renewal Procedure-Committee Could Initiate Text Amendments to the Zoning Ordinance on This Matter

Mr. Asselmeier read his memo on the subject.

Motion by Member Kellogg, seconded by Member Gryder, initiate a text amendment to the Zoning Ordinance establishing special use permit renewal procedures.

Yeas (5): Cullick, Davidson, Gilmour, Gryder, and Kellogg
Nays (0): None
Abstain (0): None
Absent (0): None

The motion carried.

Review Violation Report

The Committee reviewed the Violation Report. Member Gryder asked about the violation at 14824 Millhurst Road. Mr. Asselmeier will provide Member Gryder the specifics of that case.

Review Non-Violation Report

The Committee reviewed the Non-Violation Report.

UPDATE FOR HISTORIC PRESERVATION COMMISSION

February 21, 2018 Event

Mr. Asselmeier reported that as of February 13th, twenty-seven (27) people have RSVP'd for the event.

REVIEW PERMIT REPORT

The Committee reviewed the permit report.

REVIEW REVENUE REPORT

The Committee reviewed the revenue report.

CORRESPONDENCE

December 28, 2017 Email from Greg Stromberg to Brian Holdiman RE: 45 Cheyenne Court
Mr. Asselmeier read the email on this matter.

January 9, 2018 Email from Matt Asselmeier to PBZ Committee RE: Follow-up from January PBZ Committee Meeting
Mr. Asselmeier read the email on this matter.

January 9, 2018 Email from Matt Asselmeier to PBZ Committee RE: Questions from January PBZ Committee Meeting
Mr. Asselmeier read the email on this matter.

January 18, 2018 Memo from Matt Asselmeier to PBZ Committee RE: 2017 Residential Building Permit Information
Mr. Asselmeier read the memo on this matter.

February 3, 2018 Report to the Kendall County Regional Planning Commission Annual Meeting
Mr. Asselmeier read the report on this matter.

Correspondence Related to Schaefer North Phase 3 Bond
Mr. Asselmeier read the correspondence on this matter.

Memo from Brian Holdiman to Planning, Building and Zoning Committee RE: Building Permit Process
Mr. Asselmeier read the memo on this matter.

January 25, 2018 Letter from Matt Asselmeier to Thomas Schnabel, Jr. RE: Bond for Appraisal of 9092 Ashley Road
Mr. Asselmeier read the letter on this matter. If Mr. Schnabel does not act on the bond, the question of releasing the bond will be on the March Planning, Building and Zoning Committee agenda.

Correspondence Related to Drinking Water 1 2 3
Mr. Asselmeier read the correspondence on this matter.

February 15th Yorkville Downtown Overlay District Meeting
Mr. Asselmeier read the flyer on this matter.

PUBLIC COMMENT

Jim Williams, Boulder Hill, discussed resolving issues with abandoned houses. Mr. Asselmeier stated the house that suffered a fire in Boulder Hill did not have visible code violations. Without a property maintenance code, the inspector can only resolve matters if the violations are visible. The suggestion was made to work with the Health Department to cite the property for health code violations.

COMMENTS FROM THE PRESS

None

EXECUTIVE SESSION

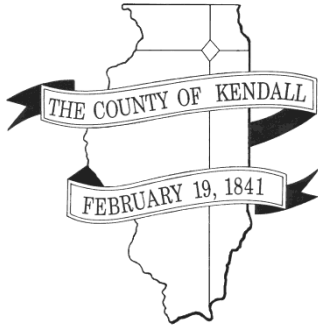
None

ADJOURNMENT

Member Kellogg motioned to adjourn, seconded by Member Gryder. With a voice vote of five ayes, Chairman Davidson adjourned the meeting at 8:34 p.m.

Minutes prepared by Matthew H. Asselmeier, AICP, Senior Planner

Encs.



DEPARTMENT OF PLANNING, BUILDING & ZONING

111 West Fox Street • Room 316

Yorkville, IL • 60560

(630) 553-4141

Fax (630) 553-4179

MEMORANDUM

To: County Board
From: Matthew H. Asselmeier, AICP, Senior Planner
Date: February 14, 2018
Re: Proposed 2018 Noxious Weed Annual Notice

Kendall County is required by Illinois law to publish a noxious weed notice at least one (1) time per year in a newspaper of general circulation within the County. Kendall County's Noxious Weed Work Plan, adopted in October 2017, called for the publication of the notice within the first quarter of 2018.

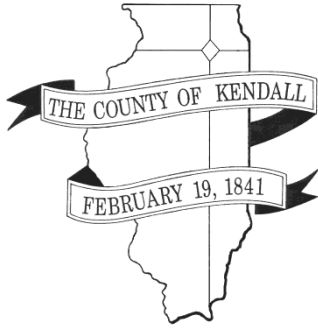
Attached please find the notice that the County is required to publish.

At their meeting on February 13th, the Planning, Building and Zoning Committee unanimously recommended approval of this proposal.

If you have any questions, please let me know.

MHA

Enc: Proposed 2018 Kendall County Noxious Weed Notice



DEPARTMENT OF PLANNING, BUILDING & ZONING

111 West Fox Street • Room 316

Yorkville, IL • 60560

(630) 553-4141

Fax (630) 553-4179

MEMORANDUM

To: County Board
From: Matthew H. Asselmeier, AICP, Senior Planner
Date: February 14, 2018
Re: Proposed Intergovernmental Agreement Between Kendall County and the United City of Yorkville

The Intergovernmental Agreement between Kendall County and the United City of Yorkville for reciprocal building inspection services expires in March.

A renewal proposal is attached to this memo. There are no changes to the agreement from the 2017 version.

At their meeting on February 13th, the Planning, Building and Zoning Committee unanimously recommended approval of the proposal.

At their meeting on February 13th, the United City of Yorkville approved renewing the agreement.

If you have any questions regarding this proposal, please let me know.

Thanks,

MHA

Enc: Proposed Yorkville IGA

**COUNTY OF KENDALL, ILLINOIS
RESOLUTION 2018-__**

**RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT
FOR RECIPROCAL BUILDING INSPECTION SERVICES BETWEEN
KENDALL COUNTY, ILLINOIS AND THE UNITED CITY OF YORKVILLE,
ILLINOIS**

WHEREAS, the Constitution of the State of Illinois of 1970, Article VII, Section 10, provides that units of local government may contract to obtain or share services and to exercise, combine, or transfer any power or function in any manner not prohibited by law or by ordinance and may use their credit, revenues, and other resources to pay costs related to intergovernmental activities; and

WHEREAS, Kendall County and the United City of Yorkville are units of local government within the meaning of Article VII, Section 1 of the Illinois Constitution of 1970 who are authorized to enter into intergovernmental agreements pursuant to the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*; and

WHEREAS, pursuant to the authority granted by the Illinois Counties Code and Illinois Municipal Code (55 ILCS 5/1-1001, *et seq.* and 65 ILCS 5/1-1-1, *et seq.*), Kendall County and the United City of Yorkville are both authorized to perform inspections of buildings within their respective jurisdictions to promote the health and safety of the public; and

WHEREAS, Kendall County and the United City of Yorkville wish to share their resources and assist each other in the performance of building inspections.

NOW, THEREFORE, BE IT RESOLVED that the Kendall County Board hereby approves the *Intergovernmental Agreement for Reciprocal Building Inspection Services Between Kendall County, Illinois and the United City of Yorkville, Illinois*, which is attached hereto and made a part hereof by reference as Exhibit A; and

BE IT FURTHER RESOLVED that the Kendall County Board Chairman is hereby authorized to execute said intergovernmental agreement on behalf of Kendall County.

Approved and adopted by the County Board of Kendall County, Illinois, this 20th day of February, 2018.

Board Chairman Signature:

Attest:

Scott R. Gryder, Chairman
County Board

Debbie Gillette
County Clerk

Exhibit A
**INTERGOVERNMENTAL AGREEMENT FOR RECIPROCAL BUILDING
INSPECTION SERVICES BETWEEN KENDALL COUNTY, ILLINOIS AND
THE UNITED CITY OF YORKVILLE, ILLINOIS - 2018**

THIS INTERGOVERNMENTAL AGREEMENT (“*the Agreement*”) by and between the County of Kendall, a unit of local government of the State of Illinois (“*Kendall County*”) and the United City of Yorkville, Kendall County, Illinois (the “*City*”) a municipal corporation of the State of Illinois, is as follows:

WITNESSETH:

WHEREAS, the Constitution of the State of Illinois of 1970, Article VII, Section 10, provides that units of local government may contract or otherwise associate among themselves to obtain or share services and to exercise, combine, or transfer any power or function in any manner not prohibited by law or by ordinance and may use their credit, revenues, and other resources to pay costs related to intergovernmental activities; and

WHEREAS, the City and Kendall County are units of local government within the meaning of Article VII, Section 1 of the Illinois Constitution of 1970 who are authorized to enter into intergovernmental agreements pursuant to the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*; and

WHEREAS, pursuant to the authority granted by the Illinois Counties Code and Illinois Municipal Code (55 ILCS 5/1-1001, *et seq.* and 65 ILCS 5/1-1-1, *et seq.*), the County and City (collectively referred to as the “*Parties*”) are both authorized to perform inspections of buildings within their respective jurisdictions to promote the health and safety of the public; and

WHEREAS, units of local government may establish agreements with other units of local government within the State of Illinois to enforce building codes pursuant to 20 ILCS 3105/10.09-1(f), which is commonly known as the Capital Development Board Act; and

WHEREAS, the County and City wish to share their resources and assist each other in the performance of inspections on an as needed basis, while not surrendering their own jurisdiction or relinquishing any of their rights.

NOW, THEREFORE, in consideration of the premises and the mutual covenants hereafter set forth, the parties agree as follows:

Section 1. The foregoing preambles are hereby incorporated into this Agreement as if fully restated in this Section 1.

Section 2.

- a. The Parties agree that Kendall County Code Official Brian Holdiman and the United City of Yorkville Building Code Official Pete Ratos shall perform the following services on the other party's behalf when requested: footing inspections; backfill inspections; foundation wall inspections; concrete slab inspections; rough framing inspections; rough electric inspections; underground electric inspections; electric service inspections; insulation inspections; roofing inspections and final inspections. In instances where Holdiman or Ratos inspect and find violations and a code enforcement action is required in court or administrative adjudication, Holdiman or Ratos may be requested to be a witness to verify any violations found during their inspection. If it is requested that either Ratos or Holdiman attend an administrative or court hearing in regard to violations, then they shall be given reasonable notice of no less than fourteen (14) days for such hearing and they shall attend as requested.
- b. The Parties agree that the United City of Yorkville Building Code Official Pete Ratos may, in his discretion, perform plumbing inspections on Kendall County's behalf when requested. In instances where Ratos performs plumbing inspections and finds

violations and a code enforcement action is required in court or administrative adjudication, Ratos may be requested to be a witness to verify any violations found during his inspection. If it is requested that Ratos attend an administrative or court hearing in regard to violations, then he shall be given reasonable notice of no less than fourteen (14) days for such hearing and he shall attend as requested.

Section 3. The Parties agree that the following inspection services shall not be provided under this agreement: plan review; permit approval, and; initial site inspections prior to a permit being issued.

Section 4. Upon request, the Parties agree to coordinate and assist each other in the parties' performance of the inspections set forth in Section 2 of this Agreement only under the following circumstances:

- a. If Kendall County Code Official Holdiman or City Building Code Official Ratos is absent from work due to illness, vacation, on an approved leave of absence, or otherwise unavailable to perform one or more of the above listed inspections within Section 2(a) for their respective jurisdiction; and/or
- b. If Kendall County Code Official Holdiman or City Building Code Official has a conflict of interest in performing one or more of the inspections set forth in Section 2(a) for their respective jurisdiction; and/or
- c. If the Kendall County Plumbing Contractor is absent from work due to illness, vacation, on an approved leave of absence, or otherwise unavailable to perform plumbing inspections for his or her respective jurisdiction; and/or
- d. If the Kendall County Plumbing Contractor has a conflict of interest in performing plumbing inspections for his or her respective jurisdiction.

For purposes of this Agreement, the party requesting assistance shall be referred to as “the home jurisdiction” and the party providing the inspection services assistance as set forth in Section 2 shall be referred to as “the visiting inspector”.

Section 5. In the event the visiting inspector is unable to perform the inspection services set forth in Section 2 of this Agreement, the home jurisdiction shall be responsible for performing its inspection or shall be responsible for retaining and payment of a third party to perform the inspection.

Section 6. When the visiting inspector performs an inspection on behalf of the home jurisdiction, the visiting inspector shall utilize the building codes of the home jurisdiction where the inspection is taking place. As such, when an inspection is within the corporate limits of the City, the Kendall County inspector shall use the building codes that are currently adopted and enforced by the City at the time of the inspection. When an inspection is in an unincorporated portion of Kendall County, where the County has jurisdiction, the City inspector shall utilize the building codes that are currently adopted and enforced by Kendall County at the time of the inspection.

Section 7. When a home jurisdiction requests the visiting inspector’s assistance, the home jurisdiction shall provide a minimum of twenty-four (24) hours notice when there is a foreseeable need for the other party’s inspection services. In the event of an illness or other emergency, the parties agree to provide each other with as much advance notice as possible if a visiting inspector’s services are needed pursuant to Section 4.

Section 8. Inspections must be completed using the proper jurisdiction’s forms. Prior to the commencement of any requested inspection, the home jurisdiction requesting assistance will prepare and provide all necessary inspection reports/forms for use by the visiting inspector

and deliver them to the visiting inspector prior to the inspection taking place. Following an inspection, the original, completed inspection reports/forms shall be returned to the home jurisdiction within twenty-four (24) hours after completion of the inspection. After the visiting inspector has returned the original, completed inspection reports/forms to the home jurisdiction, the visiting inspector shall not be required to retain the records of inspections for the home jurisdiction after performing inspections under this Agreement.

Section 9. Neither the City nor Kendall County shall subcontract the services provided to the other under this agreement to a third-party inspector without the prior written consent of the other party.

Section 10. There will be no compensation paid to, or by, either jurisdiction for the sharing of services under this Agreement.

Section 11. When a visiting inspector performs an inspection under this Agreement for the home jurisdiction, the visiting inspector shall use their own equipment, tools and vehicles, and the home jurisdiction shall not be responsible for reimbursing the visiting inspector for mileage or any other expenses incurred by the visiting inspector.

Section 12. The City and Kendall County shall each defend, with counsel of the other party's own choosing, indemnify and hold harmless the other party, including past, present and future board members, elected officials, insurers, employees, and agents from and against any and all claims, liabilities, obligations, losses, penalties, fines, damages, and expenses and costs relating thereto, including but not limited to attorneys' fees and other legal expenses, which the other party, its past, present and future board members, elected officials, insurers, employees, and/or agents may hereafter sustain, incur or be required to pay relating to or arising in any manner out of the inspections to be performed by the other party under this agreement. As such,

when the City performs an inspection for Kendall County, the City will defend with counsel of Kendall County's own choosing, indemnify and hold harmless Kendall County as set forth above relating to the City's and the City Building Code Official's actions in the performance of their duties under this Agreement. When Kendall County performs an inspection for the City, Kendall County will defend with counsel of the City's own choosing, indemnify and hold harmless the City as set forth above relating to Kendall County's and the County Code Official's actions in the performance of their duties under this Agreement.

Section 13. Nothing in this agreement shall be deemed to change or alter the jurisdiction of either the City or Kendall County in any respect, including, but not limited to their building and zoning regulations, powers and duties.

Section 14. This Agreement and the rights of the parties hereunder may not be assigned (except by operation of law), and the terms and conditions of this Agreement shall inure to the benefit of and be binding upon the respective successors and assigns of the parties hereto. Nothing in this Agreement, express or implied, is intended to confer upon any party, other than the parties and their respective successors and assigns, any rights, remedies, obligations or liabilities under or by reason of such agreements.

Section 15. This Agreement shall be interpreted and enforced under the laws of the State of Illinois. Any legal proceeding related to enforcement of this Agreement shall be brought in the Circuit Court of Kendall County, Illinois, Twenty-Third Judicial Circuit. In case any provision of this Agreement shall be declared and/or found invalid, illegal or unenforceable by a court of competent jurisdiction, such provision shall, to the extent possible, be modified by the court in such manner as to be valid, legal and enforceable so as to most nearly retain the intent of the parties, and, if such modification is not possible, such provision shall be severed from this

Agreement, and in either case the validity, legality, and enforceability of the remaining provisions of this Agreement shall not in any way be affected or impaired thereby.

Section 16. All notices required or permitted hereunder shall be in writing and may be given by (a) depositing the same in the United States mail, addressed to the party to be notified, postage prepaid and certified with the return receipt requested, (b) delivering the same in person, or (c) telecopying the same with electronic confirmation of receipt:

If to the County: Director
Kendall County Planning, Building & Zoning
111 West Fox Street, Room 203
Yorkville, Illinois 60560
Fax: 630-553-4179

With copy to:
Kendall County State's Attorney
807 John Street
Yorkville, Illinois, 60560
Fax: 630-553-4204

If to the City: Community Development Director
United City of Yorkville Building Safety and Zoning
800 Game Farm Road
Yorkville, Illinois 60560
Fax: 630-553-7264

Or any such other person, counsel or address as any party hereto shall specify pursuant to this Section from time to time.

Section 17. This Agreement may be executed in counterparts (including facsimile signatures), each of which shall be deemed to be an original and both of which shall constitute one and the same Agreement.

Section 18. This Agreement represents the entire agreement between the parties and there are no other promises or conditions in any other agreement whether oral or written. Except

as stated herein, this agreement supersedes any other prior written or oral agreements between the parties and may not be further modified except in writing acknowledged by both parties.

Section 19. Nothing contained in this Agreement, nor any act of Kendall County or the City pursuant to this Agreement, shall be deemed or construed by any of the parties hereto or by third persons, to create any relationship of third party beneficiary, principal, agent, limited or general partnership, joint venture, or any association or relationship involving Kendall County and the City. Further, nothing in this agreement should be interpreted to give Kendall County or the City any control over the other's employees or imply a power to direct the employees of the other government body, which neither entity may exercise.

Section 20. When performing inspections under the terms of this Agreement, Kendall County and City intend that any injuries to their respective employee shall be covered and handled exclusively by their jurisdiction's own worker's compensation insurance in place at the time of such injury. It is further agreed that all employee benefits, wage and disability payments, pension and worker's compensation claims, damage to or destruction of equipment, facilities, clothing and related medical expenses of the City or Kendall County and their respective inspectors, which may result from their activities under this Agreement, shall be the responsibility of the jurisdiction which employs the inspector making such a claim.

Section 21. The Parties will obtain and continue in force, during the term of this Agreement, all insurance as set forth below. Each insurance policy shall not be cancelled or changed without thirty (30) days prior written notice, given by the respective insurance carrier(s) to the parties at the addresses set forth in Section 16. Before starting inspections hereunder, the parties shall obtain the following insurance at a minimum: (a) Worker's Compensation and Occupational Disease Disability insurance, in compliance with the laws of the jurisdiction where

the work is being performed; (b) Employer's comprehensive general liability insurance for both personal injury and property damage in the minimum amount of \$1,000,000 per occurrence and \$2,000,000 aggregate; (c) Comprehensive business automobile liability insurance in the minimum amount of \$1,000,000 combined single limit; and (d) Comprehensive excess liability insurance with a combined minimum single limit of \$1,000,000 for each occurrence and \$5,000,000 aggregate. Certificates of such insurance detailing the coverage therein shall be available to the other party upon execution of this Agreement. Neither party waives its immunities or defenses, whether statutory or common law by reason of the indemnification and insurance provisions contained in this Agreement.

Section 22. This Agreement shall be in full force and effect for a period of one (1) year from the date of the last signature below, however it may be renewed upon agreement of the parties in writing.

Section 23. Either party may terminate this Agreement by providing thirty (30) calendar days' advance written notice to the other party. However, any act of bad faith in the execution of duties under this Agreement shall result in immediate termination of the other party's duties as laid out herein. For the purpose of this agreement, "bad faith" is an intentional dishonest act by not fulfilling legal or contractual obligations, misleading another, entering into an agreement without the intention or means to fulfill it, or violating basic standards of honesty in dealing with others. Also, the parties agree to provide prompt written notice within fifteen (15) calendar days to the other party if Kendall County Code Official Brian Holdiman's or City Building Code Official Pete Ratos' employment ceases for whatever reason. In such event, this Agreement shall immediately terminate upon receipt of said written notice.

Section 24. The parties understand and agree that this Agreement in no way creates a joint employment relationship between the Parties. The Parties understand and agree that they are solely responsible for paying all wages, benefits and any other compensation due and owing to its employees for the performance of visiting inspector services set forth in this Agreement. The parties further understand and agree that the parties are solely responsible for making all required payroll deductions and other tax and wage withholdings pursuant to state and federal law for its employees who perform visiting inspector services as set forth in this Agreement.

Section 25. Kendall County and the City each hereby warrant and represent that their respective signatures set forth below have been, and are on the date of this Agreement, duly authorized by all necessary and appropriate corporate and/or governmental action to execute this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Intergovernmental Agreement to be executed by their duly authorized officers on the date below in the United City of Yorkville, Illinois.

County of Kendall, a unit of local government
of the State of Illinois

United City of Yorkville, Kendall County,
Illinois, a municipal corporation

By: _____
Chair, Kendall County Board

By: _____
Mayor

Date: _____

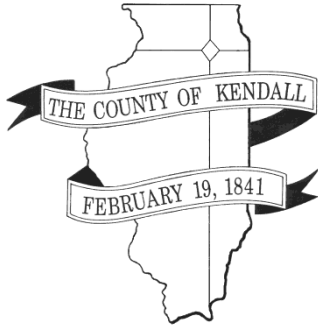
Date: _____

Attest:

Attest:

County Clerk

City Clerk



DEPARTMENT OF PLANNING, BUILDING & ZONING

111 West Fox Street • Room 316

Yorkville, IL • 60560

(630) 553-4141

Fax (630) 553-4179

MEMORANDUM

To: County Board
From: Matthew H. Asselmeier, AICP, Senior Planner
Date: February 14, 2018
Re: Request from Vincent Domino to Release Funds at Old Second Bank

In 1993, Vincent Domino recorded a two (2) lot residential subdivision in the 2200 block of Bell Road in Seward Township. In 1995, Mr. Domino constructed a four (4) bedroom house on one (1) of the lots in this subdivision and paid the applicable fees as required by the Land Cash Ordinance.

In 2007, Mr. Domino, at his own initiative and without requirement from Kendall County, established a certificate of deposit at Old Second Bank in the amount of Nine Hundred Twenty-Three Dollars and Nineteen Cents (\$923.19) to cover Land Cash Ordinance costs for a four (4) bedroom house on the remaining lot. At the time that the certificate of deposit was established, Mr. Domino placed a restriction on the certificate of deposit stating that the certificate of deposit could not be liquidated "without Yorkville's approval." Since the subject property is not inside the United City of Yorkville, the bank has interpreted this statement to mean Kendall County.

In early 2016, Mr. Domino sold both lots in the subdivision and is now requesting permission to liquidate the certificate of deposit. Mr. Domino's request and a letter releasing the County's claims are attached for your consideration.

In the event that the certificate of deposit is liquidated and a future owner desires to construct a house on the remaining lot, the Planning, Building and Zoning Department will assess the appropriate fee as required by the Land Cash Ordinance.

At their meeting on February 13th, the Planning, Building and Zoning Committee unanimously recommended approval of this request.

If you have any questions, please let me know.

MHA

ENC: Resolution
Letter Withdrawing Claims
January 23, 2018 Letter from Vincent Domino

KENDALL COUNTY
Resolution No. _____

*Resolution to Release All Claims on a Certificate of Deposit Owned
by Vincent Domino at Old Second Bank in the Amount of \$923.19*

WHEREAS, in 1991, Vincent Domino petitioned the Kendall County Board for a map amendment and two lot residential subdivision in the 2200 block of Bell Road in Seward Township; and

WHEREAS, on September 10, 1991, the Kendall County Board, through Ordinance 91-10, approved Vincent Domino's petition for map amendment; and

WHEREAS, on December 15, 1992, the Kendall County Board approved the final plat of the Rancho Real Subdivision, a two lot residential subdivision located in the 2200 block of Bell Road in Seward Township; and

WHEREAS, on February 19, 1993, the Kendall County Recorder of Deeds Office recorded the final plat of Rancho Real Subdivision; and

WHEREAS, the two lots created by the Rancho Real Subdivision are now identified by Parcel Identification Numbers 09-22-200-033 and 09-22-200-032; and

WHEREAS, on January 23, 1995, Vincent Domino paid Kendall County \$923.19 as required by the Kendall County Land Cash Ordinance for construction of a single-family home on the property identified by Parcel Identification Number 09-22-200-032, now more commonly known as 2259G Bell Road, Minooka;

WHEREAS, on November 6, 2007, Vincent Domino established a certificate of deposit at Old Second Bank in the amount of \$923.19 for the purposes of covering the land cash fee on the property identified by Parcel Identification Number 09-22-200-033 when/if a single-family home was constructed on the property; and

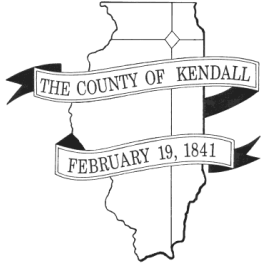
WHEREAS, a requirement was placed on the certificate of deposit owned by Vincent Domino at Old Second Bank requiring the approval of Kendall County for the liquidation of the certificate of deposit; and

WHEREAS, on or about January 1, 2016, Vincent Domino sold both lots in the Rancho Real Subdivision to Kevin Worden and Ellen Oswald; and

WHEREAS, on January 23, 2018, Vincent Domino requested that Kendall County release all claims on the certificate of deposit at Old Second Bank as outlined in the attached Exhibit A; and

WHEREAS, the Kendall County Board is agreeable to Vincent Domino's request; and

THEREFORE, BE IT RESOLVED, that Kendall County Board hereby authorizes and directs the Kendall County Board Chairman to sign and mail the attached letter releasing all claims on a certificate of deposit owned by Vincent Domino at Old Second Bank in the amount of \$923.19.



DEPARTMENT OF PLANNING, BUILDING & ZONING

111 West Fox Street • Room 204

Yorkville, IL • 60560

(630) 553-4141

Fax (630) 553-4179

February 20, 2018

Stephanie Baumwell
Old Second Bank
26 W. Countryside Parkway
Yorkville, IL 60560

RE: Vincent Domino Certificate of Deposit

Dear Stephanie Baumwell:

According to the records of Kendall County, Vincent Domino paid Kendall County Nine Hundred Twenty-Three Dollars and Nineteen Cents (\$923.19) as required by the Kendall County Land Cash Ordinance for the construction of one (1) house at 2259G Bell Road, Minooka. Mr. Domino, in 1991, subdivided his property on Bell Road into a two (2) lot residential subdivision. If the second lot is ever developed, Kendall County will charge the property the applicable fee as required in the Kendall County Land Cash Ordinance.

Based on the above information, Kendall County has no objections to Mr. Domino's request of Old Second Bank to release his Certificate of Deposit in the amount of Nine Hundred Twenty-Three Dollars and Nineteen Cents (\$923.19) and hereby releases any and all claims Kendall County may have on the subject certificate of deposit.

If you have any questions, please contact Matt Asselmeier, Kendall County Senior Planner at 630-553-4139 or masselmeier@co.kendall.il.us.

Sincerely,

Scott R. Gryder, Chairman
Kendall County Board

Exhibit A


1/23/18

Kendall County Building & Zoning
111 W. Fox St.
Yorkville, IL 60560

Dear Matt:

I AM REQUESTING THAT THE COUNTY RELEASE MY \$923.00 PLUS INTEREST THAT I PLACED IN ESCROW AT OLD 2ND NAT. BANK IN 1993. THESE FUNDS WERE FOR THE 1 LOT IN RANCHO REAL SUBDIVISION THAT WAS NOT BUILT ON. IT HAS BEEN 25 YRS, AND THAT EXTRA LOT IS BETWEEN THE RESIDENCE AND THE BARN, AND A HOUSE ON IT WOULD BLOCK ACCESS BACK & FORTH. IF YOU WILL CONTACT STEPHANIE AT OLD 2ND, SHE WILL SEND ME A CHECK. THANK YOU FOR CHECKING IT OUT.

Sincerely;
Vince Domino
Vince Domino



RESOLUTION NO. ____

**A RESOLUTION CALLING FOR THE COMPTROLLER AND GENERAL ASSEMBLY
TO PROTECT AVAILABILITY OF AUDITING STANDARDS FOR UNITS OF LOCAL
GOVERNMENT**

WHEREAS, County Governments and other units of local government are subject to countless unfunded mandates, numerous budget challenges, and legal constraints,

WHEREAS, the county board of each county must annually cause an audit of county funds and accounts; and

WHEREAS, each county is required to file with the Comptroller the county's financial report containing information required by the Comptroller; and

WHEREAS, such financial report is required to be on a form designed by the Comptroller so as not to require professional accounting services for its preparation; and

WHEREAS, in 2017, the Comptroller's Office advised units of local government regarding "GAAP compliant Audit Reports" and the rejection of future audit reports that do not comply with Illinois Rules and Regulations; and

WHEREAS, forcing units of local government to adopt particular bases of accounting, such as the accrual basis, to the exclusion of other bases would only serve to impose yet another unfunded mandate and unnecessarily drive up the cost of governing for units of local government and their respective tax payers.

NOW, THEREFORE, BE IT RESOLVED by the members of the Board of the County of Kendall, in the State of Illinois, that this Board urges the Comptroller and the General Assembly to reject any proposals to significantly modify the acceptable forms of accounting and auditing utilized by units of local government in their mandated reporting to the Comptroller's Office.

BE IT FURTHER RESOLVED that the Kendall County Board hereby authorizes and directs the Chairman of the County Board to sign the letter attached to this Resolution as Exhibit A and send a copy of the same to members of the General Assembly representing the County, the Governor, and the Comptroller.

Passed by the Board of _____ County this _____ day of _____, 2018.

AYES: _____
NAYS: _____
PRESENT: _____
ABSTAIN/ABSENT: _____

Chairman

ATTEST:

County Clerk

COUNTY OF KENDALL, ILLINOIS
Resolution 18 – _____

PROCLAMATION DECLARING SUPPORT FOR THE HB 4298

WHEREAS, Kendall County is dedicated to an open and transparent government for and by the People; and

WHEREAS, informed residents are in the best interest of any government; and

WHEREAS, the State of Illinois established the Notice by Publication Act (715 ILCS 5) to help the public be informed; and

WHEREAS, the Illinois House has introduced HB 4298 that would amend the Notice by Publication Act to publish any required notices on an official government website in lieu of in a local newspaper; and

WHEREAS, the internet has become readily accessible through both private and public services such as libraries; and

WHEREAS, Kendall County has been dedicated to making the Kendall County website its open and transparent portal; and

NOW, THEREFORE, BE IT RESOLVED BY THE KENDALL COUNTY BOARD, that the County of Kendall asks the Illinois General Assembly to pass HB 4298; and

BE IT FURTHER RESOLVED; that the County Board directs the County Administrator to transmit suitable copies of this Resolution to the Governor of the State of Illinois, Speaker and Minority Leader of the Illinois State House of Representatives, to the President and Minority Leader of the Illinois State Senate, to all members of the General Assembly representing any portion of Kendall County, the sponsor and chief co-sponsor of HB 4298 and to the Executive Directors of Metro Counties, United Counties Council of Illinois, and the Illinois Association of County Board Members and Commissioners.

PRESENTED and ADOPTED by the County Board, this _____ day of _____ 2018.

Approved:

Attest:

Scott R. Gryder, County Board Chairman

Debbie Gillette, County Clerk and Recorder

COUNTY OF KENDALL, ILLINOIS

RESOLUTION 2018 - __

RESOLUTION ELECTING TO PARTICIPATE IN A
MANUFACTURER E-WASTE PROGRAM, PROVIDED
FOR IN THE ILLINOIS CONSUMER ELECTRONICS
RECYCLING ACT, FOR THE YEAR 2019

WHEREAS, with the adoption of Public Act 100-433, the Illinois General Assembly enacted the Consumer Electronics Recycling Act, 415 ILCS 151/1-1 et seq. (“Act”) on August 25, 2017; and

WHEREAS, the Consumer Electronics Recycling Act provides every county in the State of Illinois the opportunity to participate in a manufacturer sponsored electronics collection program for collecting Covered Electronic Devices (“CEDs”) from its residents through permanent collection sites and/or one-day collection events (“Program”); and

WHEREAS, electing to participate in a Program will foster more robust and accessible e-waste recycling opportunities for the residents of Kendall County, as outlined in the Kendall County 2019 E-Waste Recycling Plan, attached hereto as Exhibit A (“Kendall County Plan”); and

WHEREAS, in order to participate in program year 2019, a county must elect to participate by submitting the Illinois County and Municipal Joint Action Agency Collector Opt-In Form (“Opt-In Form”), attached hereto as Exhibit B, to the Manufacturer Clearinghouse and the Illinois Environmental Protection Agency prior to March 1, 2018. Further, to continue participation beyond 2019, the County must submit an annual notice of participation before March 1st of each year thereafter; and

WHEREAS, upon electing to participate in a Program and pursuant to the Act, the Kendall County Health Department will assist private e-waste/CED collectors in Kendall County with registering with Illinois Environmental Protection Agency to become collectors under the Program.

NOW, THEREFORE, BE IT RESOLVED:

1. Effective as of today’s date, Kendall County, Illinois has elected to participate in a manufacturer e-waste program under the Act, in program year 2019; and
2. Kendall County Board Chairman will sign the completed Opt-In Form; and

3. The Kendall County Board directs the Kendall County Health Department to submit (1) a copy of this Resolution, (2) the Kendall County Plan, and (3) the completed Opt-In Form, to the Manufacturer Clearinghouse and the Illinois Environmental Protection Agency, as required by the Act, by the deadline of March 1, 2018.

Approved and adopted by the County Board of Kendall County, Illinois, this 20th day of February, 2018.

Board Chairman Signature:

Attest:

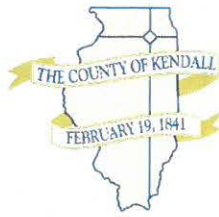
Scott Gryder, Chairman
County Board

Debbie Gillette
County Clerk

AYES: _____

NAYS: _____

ABSTAIN: _____



KENDALL COUNTY
HEALTH DEPARTMENT

KENDALL COUNTY 2019 E-WASTE RECYCLING PLAN

Public Act 100-0433 serves to overhaul the state's electronic waste recycling program. The act reflects amendments to the Electronic Products Recycling and Reuse Act, which established Illinois' e-waste recycling program in 2009. The 2009 act set recycling goals for manufacturers based upon the weight of electronics sold. Manufacturers that had failed to meet their recycling goals were required to pay a penalty of 70 cents per pound short of the weight minimum. Because new products weigh less than older ones, manufacturers lost incentive to encourage recycling.

Public Act 100-0433 moves the e-waste program from a weight-based standard to a convenience standard, ensuring equitable per capita access to local recycling options by creating the Consumer Electronics Recycling Act and phasing out the Electronic Products Recycling and Reuse Act. Starting in 2019, the law allows counties to participate in manufacturer e-waste programs providing sustainable e-recycling drop-off options. The number of drop-off options are determined by a county's density. By choosing to participate, Kendall County provides more reasonable access to both stationary and door-to-door recycling options offered to Kendall county residents at market costs. Kendall County, Illinois proposes to meet the requirements of the Consumer Electronics Recycling Act, ensuring convenient community access to local e-waste recycling opportunities.

Convenient electronic waste recycling will continue to be provided through outsourcing to e-waste service providers in the form of locally licensed waste haulers, electronics retailers, and collectors currently collecting e-waste in the form of Covered Electronic Devices as defined by the Act.

Kendall County Health Department facilitates the annual licensure of local waste haulers serving Kendall County communities. Kendall County acknowledges that several incorporated municipalities provide their respective communities with curbside e-waste collection through contracts with locally licensed waste haulers. Kendall County will ensure that unincorporated Kendall County communities and incorporated towns currently without a local convenient e-waste recycling option



will be served through the establishment of fixed collection sites owned and operated by local organizations/retailers engaged in the business of collecting covered electronic devices as defined in the Act.

In further support of the Consumer Electronics Recycling Act, Kendall County Health Department will facilitate e-waste collectors proposing to serve Kendall County communities in completing registration with the Illinois Environmental Protection Agency to become participants in manufacturer e-waste programs, subject to IEPA compliance oversight.

Illinois County and Municipal Joint Action Agency Collector Opt-In Form

Note: Inaccurate or incomplete information provided on this form may be grounds for rejection.

All collectors and their vendors are subject to audits by manufacturer programs authorized under 415 ILCS 151/1-30.

Instructions: Please fill out this form, print and sign, and then scan and submit to info@ilclearinghouse.org. As an alternative you may also mail a signed hard copy postmarked by March 1st to:

Joseph Kakesh
Wiley Rein LLP
1776 K Street NW
Washington, DC 20006

Note that the statute (415 ILCS 151/1-20) also requires you file this information with the Illinois EPA.

For more information on the Manufacturer Clearinghouse and information on the changes to the manufacturer program in Illinois, please visit: <http://ilclearinghouse.org>. This site also contains guidelines for collectors.



Section 1: Jurisdiction Information

Item Number	Attribute	Response
1.01	Name of County or Municipal Joint Action Agency:	Kendall County
1.02	Contact Name:	Amaal Tokars
1.03	Address:	Kendall County Health Department 811 John Street Yorkville IL
1.04	Zip Code:	60560
1.05	Phone:	630-553-8097
1.06	Email:	Atokars@Co.Kendall.II.US
1.07	<p>Number of proposed collection sites: <i>Refer to Sections 2 & 3. If you have more than two proposed collection sites, see Additional Collection Sites form in the addendum.</i></p>	<p>Tier 1- No County operated sites Tier 2- Retailers/Collectors a. Goodwill Industries SEW/Metropolitan Chicago, 1901 Hill Ave. Montgomery b. Goodwill Industries SEW/Metropolitan Chicago, 481 East Countryside Parkway. Yorkville c. Best Buy 2600 US High way 34 Oswego Tier 3 – “At Your Door” Collectors a. Groot/Waste Connections – Oswego and Plano Municipal Contract b. Advanced Disposal – Yorkville Municipal Contract c. A-Team Recyclers – Kendall County Education Plan 1. The Kendall County Health Department website will educate residents on the 17 types of CEDs within collection program. The "Covered electronic device categories" or "CED categories" are as follows: Computers and small-scale servers, Computer monitors; Televisions; Printers, facsimile machines, and scanners; Digital video disc players, digital video disc recorders, and videocassette recorders; Video game consoles; Digital converter boxes, cable receivers, and satellite receivers; and Electronic keyboards, electronic mice, and portable digital music players that have memory capability and are battery powered. Also education will include the limitation of 7 CEDs per visit.</p>

		<p>2. The Kendall County Health Department website will direct residents to the websites of IEPA listed retailers/collectors within the county.</p> <p>3. The Kendall County Health Department website will direct residents of the municipalities to the waste hauler with the contract for the respective municipality collecting e-waste.</p>
1.08	Number of events: <i>(Refer to Section 4)</i>	None
1.09	Name of Logistics/Recycling Firm (if applicable)	None Selected
1.10	Is this Logistics/Recycling Firm currently servicing proposed locations? Please specify locations.	Non-applicable
1.11	<p>No information is available on the weights collected by any of the above collectors in 1.07. A one day event occurred in Kendall County in 2017 through A-Team Recyclers that collected approximately 50,000 lbs.</p>	

Section 2: Proposed Collection Site 1 – Specific Information

Item Number	Attribute	Response
2.01	Is Collection Site 1 operated by the county/MJAA or by an outside vendor?	Non-Applicable
2.02	Collection Site 1 Contact Name:	Non-Applicable
2.03	Collection Site 1 Contact Phone:	Non-Applicable
2.04	Collection Site 1 Contact Email:	Non-Applicable
2.05	Collection Site 1 Address:	Non-Applicable
2.06	Collection Site 1 Zip Code:	Non-Applicable
2.07	Collection Site 1 Phone:	Non-Applicable
2.08	Collection Site 1 Days and Hours of Operation:	Non-Applicable
2.09	Description of Current Services (e.g., semi-trailer pick-ups, box truck pick-ups, need forklift or pallet jack for loading)	Non-Applicable
2.10	Collection Site 1 Site Limitations: (e.g., residency requirements, operational limitations relating to bulk pickup, etc.)	Non-Applicable
2.11	Collection Site 1 Total Estimated Annual CED Collection (in lbs., if actual collection data are available for the prior year please provide them):	Non-Applicable

Section 3: Proposed Collection Site 2 – Specific Information

Item Number	Attribute	Response
3.01	Is Collection Site 2 operated by the county/MJAA or by an outside vendor?	Non-Applicable
3.02	Collection Site 2 Contact Name:	Non-Applicable
3.03	Collection Site 2 Contact Phone:	Non-Applicable
3.04	Collection Site 2 Contact Email:	Non-Applicable
3.05	Collection Site 2 Address:	Non-Applicable
3.06	Collection Site 2 Zip Code:	Non-Applicable
3.07	Collection Site 2 Phone:	Non-Applicable
3.08	Collection Site 2 Days and Hours of Operation:	Non-Applicable
3.09	Description of Current Services (e.g., semi-trailer pick-ups, box truck pick-ups, need forklift or pallet jack for loading)	Non-Applicable
3.10	Collection Site 2 Site Limitations: (e.g., residency requirements, operational limitations relating to bulk pickup, etc.)	Non-Applicable
3.11	Collection Site 2 Total Estimated Annual CED Collection (in lbs., if actual collection data are available for the prior year please provide them):	Non-Applicable

Section 4: Collection Event Information

Item Number	Attribute	Response
4.01	Collection Event 1 Details (Location, Address, Hours, Limitations, CED lbs. collected):	Non-Applicable
4.02	Collection Event 2 Details (Location, Address, Hours, Limitations, CED lbs. collected):	Non-Applicable
4.03	Collection Event 3 Details (Location, Address, Hours, Limitations, CED lbs. collected):	Non-Applicable
4.04	Collection Event 4 Details (Location, Address, Hours, Limitations, CED lbs. collected):	Non-Applicable
4.05	Collection Event 5 Details (Location, Address, Hours, Limitations, CED lbs. collected): <i>If you propose more events please provide information on a separate form.</i>	Non-Applicable

Certification of Authorized Government Official (REQUIRED)

Name:	Scott Gryder
Title:	Chairman, Kendall County Board
Date:	February 20, 2018
Authorized Signature:	<hr/> <p><i>I certify that the information provided on this form is true, accurate and complete to the best of my knowledge.</i></p>

COUNTY OF KENDALL, ILLINOIS
ADMINISTRATION HUMAN RESOURCES COMMITTEE
Meeting Minutes
Wednesday, January 17, 2018

CALL TO ORDER - Committee Vice Chair Judy Gilmour called the meeting to order at 5:33p.m.

ROLL CALL

Attendee Name	Status	Arrived	Left Meeting
Judy Gilmour	Here		
Matthew Prochaska	Here		
Lynn Cullick		5:45p.m.	
Elizabeth Flowers	ABSENT		
John Purcell	Present		

With three members present a quorum was established to conduct committee business.

Staff Present: Scott Koepfel

APPROVAL OF AGENDA

Motion: Member Prochaska
 Second: Member Purcell
RESULT: The agenda was approved by a 3-0 voice vote

APPROVAL OF MINUTES – January 4, 2018

Motion: Member Purcell
 Second: Member Gilmour
RESULT: The minutes were approved by a 3-0 voice vote

WINE SERGI UPDATE/YEAR-END SUMMARY – Rich Ryan reviewed the highlights of the Property, Liability, Workers Compensation, and Excess Liability 2017 Program Activity Recap. Mr. Ryan also reported that he has met with Sheriff Baird regarding insuring specialized vehicles that will be shared with other Kendall County law enforcement agencies. Mr. Ryan stated that HIDTA will purchase the vehicles, and that the County would only be liable for insurance when the vehicles were parked and not being utilized, as well as when Kendall County Sheriff’s personnel utilized the vehicles. Discussion on liability, ownership, funding and maintenance responsibilities. Mr. Ryan stated that the KC State’s Attorney’s Office and the ICRMT attorneys have reviewed the agreement between the Kendall County Sheriff and HIDTA.

CBIZ UPDATE – Jim Pajauskas provided a comparison of enrollment from December 2017 versus January 2018. Discussion on the HMO, PPO and HSA plans, and the enrollment changes for each one. Mr. Pajauskas stated that there is actually a \$245,165.04 or 5.15 percent increase for this year. Mr. Pajauskas will have the year-end summary at the March 2018 meeting.

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS - None

COMMITTEE BUSINESS

- *Health Insurance Broker RFQ* – There was consensus that the Committee members would review the draft RFQ from Tinley Park, and then create an RFQ specific to Kendall County and it's needs/desires in a Health Insurance Broker at the February 5, 2018 meeting.
- *Job Description Review* – Mr. Koepfel briefly reviewed a memorandum that identified all of the Administrative Services department employee job descriptions, when they were reviewed by the State's Attorney's Office, and those that have not yet been reviewed by the committee or the State's Attorney's Office. Mr. Koepfel will bring job descriptions to the committee for review and approval once the State's Attorney's Office has completed their review of changed or updated job descriptions.

Mr. Koepfel presented the updated Technology Network Administrator Job Description for review and approval by the committee. Member Prochaska made a motion to forward the job description to the County Board for approval, second by Member Gilmour. **With four members voting aye, the motion carried.**

- *Review of Employee Handbook Revisions* – Discussion on the need to update the employee handbook with the new IMRF qualification hours. Mr. Koepfel will have the handbook updated on the County Employee website immediately. Mr. Koepfel will continue to bring handbook revisions to the committee as they are completed and reviewed by the State's Attorney's Office.

ACTION ITEMS FOR FEBRUARY 6, 2018 COUNTY BOARD AGENDA

- *Approval of a 2-year AT & T Fiber Internet Agreement*
- *Approval of the Network Administrator Job Description*

ITEMS FOR THE FEBRUARY 15, 2018 COMMITTEE OF THE WHOLE – None

PUBLIC COMMENT – None

EXECUTIVE SESSION – None

MEETING ADJOURNMENT

Motion: Member Purcell Second: Member Gilmour RESULT: Approved with a Unanimous Voice Vote The meeting was adjourned at 7:12p.m.
--

Respectfully Submitted,

Valarie McClain
Administrative Assistant and Recording Secretary

GOVQA MASTER SERVICE(S) AGREEMENT

For GovQA FOIA Applications

THIS MASTER SERVICE(S) AGREEMENT (the "Agreement") between WebQA Inc., D/B/A GovQA (hereafter "GOVQA") with its principal place of business at 900 S. Frontage Road, Suite 110 Woodridge, IL, 60517 and the County of Kendall, a County with its principal place of business at 111 W. Fox St., Yorkville, IL 60560 ("Customer") is made effective as of March 1st 2018 ("Effective Date").

1. GOVQA DELIVERY OF SERVICE(S):

GOVQA grants Customer a non-exclusive, non-transferable, limited license to access and use the GOVQA Service(s) on the Authorized Website(s) identified in the attached Schedule A in consideration of the fees and terms described in Schedule A. This Agreement will also govern all additional Schedules for Service(s).

2. CUSTOMER RESPONSIBILITIES:

Customer acknowledges it is receiving only a limited license to use the Service(s) and related documentation, if any, and shall obtain no title, ownership nor any other rights in or to the Service(s) and related documentation, all of which title and rights shall remain with GOVQA. However, Customer will retain ownership of all its data in the system.

Customer agrees that (1) this license is limited to applications for its own use and may not lease or rent the Service(s) nor offer its use for others; (2) GOVQA is not responsible for content placed into the Service(s); (3) that the Service(s) will not be used to capture confidential information of any kind such as social security numbers or individual financial data or other sensitive data; and, (4) that it will maintain the Authorized Website(s) identified in Schedule A, provide GOVQA with all information reasonably necessary to setup or establish the Service(s) on Customer's behalf, and allow a "Powered by GovQA" logo with a hyperlink to GOVQA's website home page on the Authorized Website.

3. SERVICE(S) LEVELS:

GOVQA will use commercially reasonable efforts to backup and keep the Service(s) and Authorized Website(s) in operation consistent with applicable industry standards and will respond to customers' requests for support during normal business hours.

GOVQA warrants that the Services will operate in all material respects as designed and in conformance with the descriptions in this Agreement and Schedule A. However, GOVQA does not warrant that the Services will be uninterrupted, error-free, or unaffected by force majeure events. Customer shall notify GOVQA of any claim under this warranty, such notice providing sufficient information and time to allow GOVQA to diagnose the problem. GOVQA will use due diligence to correct any material nonconformance or, if GOVQA is unable to correct the nonconformance within a reasonable period of time, Customer may terminate this Agreement by written notice and receive a refund of fees paid by it for the current billable term.

4. WARRANTY AND LIABILITY:

GOVQA MAKES NO REPRESENTATION OR WARRANTY AS TO MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE EXCEPT AS OTHERWISE STATED HEREIN OF THE SERVICE(S) AND SHALL HAVE NO LIABILITY FOR ANY CONSEQUENTIAL DAMAGES OF ANY KIND INCLUDING, BUT NOT LIMITED TO, DATA LOSS AND BUSINESS INTERRUPTION, AND THE PARTIES AGREE THAT THE ONLY REMEDIES THAT SHALL BE AVAILABLE TO CUSTOMER UNDER THIS AGREEMENT SHALL BE THOSE EXPRESSLY SET FORTH IN THIS AGREEMENT. GOVQA'S LIABILITY UNDER ALL CIRCUMSTANCES INVOLVED HEREIN IS EXPRESSLY LIMITED TO THE AMOUNT RECEIVED BY GOVQA UNDER THIS AGREEMENT.

5. TERMINATION:

Either party may terminate this agreement without cause if the terminating party gives the other party sixty (60) days written notice prior to termination.

GOVQA may terminate service(s) if payments are not received by GOVQA as specified in Schedule A. All monies associated to the current term will be due immediately.

Upon any termination, GOVQA will discontinue Service(s) under this agreement; GOVQA will provide Customer with an electronic copy of all of Customer's data, if requested and for a cost of no more than \$2,500; and, provisions of this Agreement regarding Ownership, Liability, Confidentiality and Miscellaneous will continue to survive.

6. INDEMNIFICATION:

To the extent allowed by law, each party shall indemnify, hold harmless and defend with counsel of the other party's own choosing, the other party, its officials, officers, employees, including their past, present, and future board members, elected officials and agents from and against all liability, claims, suits, causes of action, demands, proceedings, set-offs, liens, attachments, debts, expenses, judgment, or other liabilities including costs, reasonable fees and expense of defense, arising from any loss, damage, injury, death, or loss or damage to property, of whatsoever kind or nature as well as for any breach of any covenant in the Agreement or ancillary documents and any breach by the indemnifying party of any representations or warranties made within the contract documents (collectively, the "Claims"), to the extent such Claims result from the performance of this contract by the indemnifying party or those claims are due to any act or omission, neglect, willful acts, errors, omissions, or misconduct of the indemnifying party in its performance under this Agreement.

Nothing contained herein shall be construed as prohibiting Customer, its official, directors, officers, agents and employees, from defending through the selection and use of their own agents, attorneys and experts, any claims, suits, demands, proceedings and actions brought against them. Pursuant to Illinois law, 55 ILCS 5/3-9005, any attorney representing Customer, under this paragraph, must be approved by the Kendall County State's Attorney and shall be appointed a Special Assistant State's Attorney. Customer's participation in its defense shall not remove GOVQA's duty to indemnify, defend, and hold Customer harmless, as set forth above.

Customer does not waive its defenses or immunities under the Local Government and Governmental Employees Tort Immunity Act (745 ILCS 10/1, et seq.) by reason of indemnification or insurance. Indemnification shall survive the termination of this contract.

7. ACCEPTABLE USE:

Customer represents and warrants that the Service(s) will only be used for lawful purposes, in a manner allowed by law, and in accordance with reasonable operating rules, policies, terms and procedures. GOVQA may, upon misuse of the Service(s), request Customer to terminate access to any individual and Customer agrees to promptly comply with such request unless such misuse is corrected.

8. CONFIDENTIALITY:

Each party hereby agrees to maintain the confidentiality of the other party's confidential and proprietary materials and information, including but not limited to, all information, knowledge or data not generally available to the public which is acquired in connection with this Agreement, unless disclosure is required by law. Each party hereby agrees not to copy, duplicate, or transcribe any confidential documents of the other party except as required in connection with their performance

GOVQA MASTER SERVICE(S) AGREEMENT

For GovQA FOIA Applications

under this Agreement. Customer acknowledges that the Service(s) contain valuable trade secrets, which are the sole property of GOVQA, and Customer agrees to use reasonable care to prevent other parties from learning of these trade secrets or have unauthorized access to the Service(s). GOVQA will use reasonable efforts to insure that any GOVQA contractors maintain the confidentiality of proprietary materials and information.

9. MISCELLANEOUS PROVISIONS:

This Agreement will be governed by and construed in accordance with the laws of the State of Illinois. The parties agree that the venue for any legal proceedings between them shall be the Circuit Court of Kendall County, 23rd Judicial Circuit, State of Illinois.

GOVQA may not assign its rights and obligations under this Agreement, in whole or part, without prior written consent of Customer, which consent will not be unreasonably withheld.

If any provision of this Agreement is invalid for any reason, such invalidations shall not render invalid other provisions which can be given effect without the invalid provision.

10. NON-APPROPRIATION:

In the event Customer is in default under the Agreement because funds are not appropriated for a fiscal period subsequent to the one in which the Agreement was entered into which are sufficient to satisfy all or part of Customer's obligations under this Agreement during said fiscal period, Customer agrees to provide prompt written notice of said occurrence to GOVQA. In the event of a default due to non-appropriation of funds, either party has the right to terminate the Agreement upon providing thirty (30) days written notice to the other party. No additional payments, penalties, and/or early termination charges shall be required upon termination of the Agreement.

11. CONFLICT OF INTEREST:

Both parties affirm no Kendall County officer or elected official has a direct or indirect pecuniary interest in GOVQA or this Agreement, or, if any Kendall County officer or elected official does have a direct or indirect pecuniary interest in GOVQA or this Agreement, that interest, and the procedure followed to effectuate this Agreement has and will comply with 50 ILCS 105/3.

12. CERTIFICATION:

GOVQA certifies that GOVQA, its parent companies, subsidiaries, and affiliates are not barred from entering into this Agreement as a result of a violation of either 720 ILCS 5/33E-3 or 5/33E-4 (bid rigging or bid rotating) or as a result of a violation of 820 ILCS 130/1, et seq. (the Illinois Prevailing Wage Act). GOVQA further certifies by signing the Agreement that GOVQA, its parent companies, subsidiaries, and affiliates have not been convicted of, or are not barred for attempting to rig bids, price-fixing or attempting to fix prices as defined in the Sherman Anti-Trust Act and Clayton Act. 15 U.S.C. § 1, et seq.; and has not been convicted of or barred for bribery or attempting to bribe an officer or employee of a unit of state or local government or school district in the State of Illinois in that officer or employee's official capacity. Nor has GOVQA made an admission of guilt of such conduct that is a matter of record, nor has any official, officer, agent, or employee of GOVQA been so convicted nor made such an admission.

13. NON-DISCRIMINATION:

GOVQA, its officers, employees, and agents agree not to commit unlawful discrimination and agree to comply with all applicable provisions of the Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, as amended, the Americans with Disabilities Act, the Age Discrimination in Employment Act, Section 504 of the Federal Rehabilitation Act, and all applicable rules and regulations.

14. ACCEPTANCE:

Authorized representatives of Customer and GOVQA have read the foregoing and all documents incorporated therein and agree and accept such terms effective as of the date first written above.

Customer: Kendall County, IL
 Signature: _____
 Print Name: _____
 Title: _____ Date: _____

GOVQA Inc.
 Signature: _____
 Print Name: John Dilenschneider
 Title: CEO Date: _____

SCHEDULE A

A. Service(s) Descriptions:

Subscribed Services	
GovQA FOIA Service	FOIA Request Service platform that captures all requests received via letter, website, email, fax, or walk-in. Includes the ability to post completed FOIA requests to the web for searching via the FOIA Public Archive portal.
GovQA FOIA Public Portal	Web Portal to capture FOIA requests and provide requestors with updates and history of previous requests.
GovQA FOIA Public Archive	Provides the ability to post completed FOIA requests to the web for searching via the FOIA Public Archive portal.
GovQA Advanced Search	The Advanced Search functionality allows the staff member to directly search fully indexed and tagged documents to be reused in new open requests. This direct search provides you the ability to be consistent in your responses. In addition, you will save resource time by not having to completely redact the same document twice.
GovQA Fortress Deployment	Fortress Deployment - Microsoft Azure CJIS/HIPPA compliant government cloud deployment
GovQA Invoicing Module	Automated invoice processing reduces costs, speeds up processing time, and boosts fee collection. This can be combined with GovQA's electronic payment system to make invoicing and collecting payments fast, easy and secure.

GOVQA MASTER SERVICE(S) AGREEMENT

For GovQA FOIA Applications

B. GOVQA Agrees To The Following:

- (a) One-time setup of Landing Page with Icons and Links to Customer Help areas
- (b) Branded labeling of Landing Page to the look and feel of Customer website (or iframe)
- (c) One-time setup and load of 25 Answers into knowledgebase
- (d) One-time setup of Citizen Portal with branded labeling to the look and feel of Customer website (or iframe)
- (e) License and One-time setup of **(two) request types, one for the county and one for the sheriff related to Freedom of Information Inquiries**
- (f) Forms and Letter templates: Up to 10 custom letter templates
- (g) Future Branding to Customer Website is included once per billable term. Otherwise branding is billed at \$95/hr.
- (h) Special Implementation Action (Integrations, etc.): None at this time

C. Customer Agrees To:

- (a) Hold an implementation joint kickoff meeting with GOVQA within 15 days from contract signing.
- (b) Build and execute Project Plan to be fully implemented within 120 days of contract signing.
- (c) Maintain, as the Authorized Website, the Customer's homepage or any other website(s) it may designate.

D. Training and Ongoing Support Included in Implementation and Subscription Fees:

- (a) One Online Administrator training
- (b) Two Online training session for all users
- (c) Ongoing support through system videos and knowledgebase
- (d) Periodic webinars to train and update customers on new features
- (e) Additional hours of online end-user training, may be purchased at a future date at \$125/hr
- (f) Customer will log ALL ISSUES into GOVQA SUPPORT PORTAL at www.supportqa.com to receive technical support.

E. Fees:

Software Subscription Fees		
Software License(s)	Monthly Cost	Annual Cost
GovQA FOIA Services as Described in Section A – Unlimited Users		\$11,000
GovQA Fortress Deployment (CJIS and HIPAA Compliant)		\$4000
GovQA Public Portal		Included
GovQA Public Archive		Included
GovQA Advanced Search		Waived
GovQA Invoicing Module		Waived
Total (Includes all Service(s) upgrades)		\$15,000

Redaction License Fees			
Software License(s)	Quantity	Monthly Fee	Annual Cost
GovQA Redaction Licenses	4		\$1200

One Time Implementation Costs	
GovQA FOIA Implementation Services as Described in Section B	\$3000
GovQA Advanced Search Implementation	Waived
GovQA Invoicing Module Implementation	Waived
Total	\$3000

Data: Customer data is owned by the customer. The application and storage will be fully deployed in the Microsoft Azure Government Cloud to meet all CJIS and HIPAA guidelines. **1TB of storage is included** in the fees set forth above, with every **additional 1TB** of storage being assessed a fee of **\$100/month**. Additionally, **500GB** per month of **document attachment retrieval** is included. Every **200GB** over the allotted 500GB of document retrievals per month will be assessed **\$100/month**. Storage is reviewed yearly and adjusted at the next annual invoice.

GOVQA MASTER SERVICE(S) AGREEMENT

For GovQA FOIA Applications

F. Terms: **Initial Billable Term Starting: March 1st 2018 Ending: February 28, 2019.** Upon the expiration of this initial Billable Term, the term will continue to auto-renew to subsequent annual Renewal Terms unless Customer notifies GOVQA in writing of its intention not to extend the term at least sixty (60) days prior to expiration of the then current term end date. GOVQA shall notify Customer of any increased fees for the Renewal Term at least ninety (90) days prior to the expiration of the then current term end date. Annual increases for Renewal Terms will not exceed 5.5 percent.

G. Billing: All fees are exclusive of taxes, billed on an annual basis at time of contract signing, and payable in accordance with the Illinois Local Government Prompt Payment Act, as amended (50 ILCS 505/1, et seq.). This secures site, servers and resources necessary to begin project. If payment is not received by start of the **Billable Term**, GOVQA has the right to suspend all services. Furthermore, invoices accrue 1% per month past due and customer is responsible for all costs, including attorney fees, for the collections of invoices.

H. Remittance: All payments should be made directly to GOVQA. GOVQA mailing address for all payments is:
GOVQA Accounts Receivable Department, 900 S. Frontage Road Suite 110, Woodridge, IL 60517

I. Contacts:

Organization Name: _____
Main Contact Name: _____ **Title:** _____
Address: _____ **City:** _____ **State:** ____ **Zip:** ____
Work Phone: _____ **Cell:** _____ **Email:** _____ **Fax:** _____

Billing Contact Name: _____ **Title:** _____
Address: _____ **City:** _____ **State:** ____ **Zip:** ____
Work Phone: _____ **Cell:** _____ **Email:** _____ **Fax:** _____

HIGHWAY COMMITTEE MINUTES

DATE: February 13, 2018
LOCATION: Kendall County Highway Department
MEMBERS PRESENT: Matt Kellogg, Scott Gryder, Judy Gilmour, Lynn Cullick and Bob Davidson
STAFF PRESENT: Ginger Gates, Fran Klaas and John Burscheid
ALSO PRESENT: PJ Fitzpatrick, Kelly Farley, and Nathan Holmer

The committee meeting convened at 4:05 P.M. with roll call of committee members. All present. Quorum established.

Motion Gryder; second Gilmour to approve the agenda as presented. Motion approved unanimously.

Motion Cullick, second Gryder to approve the Highway Committee meeting minutes from January 9, 2018. Motion approved unanimously.

Engineering agreement between Kendall County and Willett Hofmann & Associates, Inc. was presented to the committee. The agreement provides for NBIS inspections of Kendall County Bridges for 2018 and 2019 and has a cost of \$48,150. Motion Davidson; second Cullick to recommend approval of the agreement to the County Board. Motion carried unanimously.

Motion Davidson; second Cullick to recommend approval of an agreement between Illinois Department of Transportation and Kendall County providing for participation in the County Engineers Salary Program. The 6-year agreement allows the County to use federal funds to pay for 50% of the county engineer's salary in Kendall County. Motion carried unanimously.

Bid opening was held for sign truck body with a telescopic crane. This truck body will be placed on a State-Bid Ford F-450 cab and chassis. There were 3 companies that drew bid packages; but only one submitted a bid. That bidder was Bonnell Industries, Inc. at \$42,825. Motion Davidson; second Gryder to recommend approval of the low bid from Bonnell Industries. Motion carried unanimously.

Motion Cullick; second Gryder to recommend approval of a resolution for seasonal posting of certain roads on the Kendall County Highway System. Those roads are Grove Road from Sherrill Road to U.S. Route 52, Plattville-Chicago Road, Van Emmon Road, and Whitewillow Road. Signs are erected as soon as approved by the County Board, and must be removed before the maximum of 90 days. Motion carried 4-1 with Davidson voting no.

Motion Gryder; second Cullick to recommend approval of a resolution appropriating \$650,000 of Motor Fuel Tax Funds for the resurfacing of Little Rock Road from U.S. Route 34 to Galena Road. Motion carried unanimously.

Motion Gryder; second Cullick to recommend approval of a resolution appropriating \$750,000 of Motor Fuel Tax Funds for the resurfacing of Grove Road from Illinois Route 126 to Plainfield Road. Motion carried unanimously.

Chairman Kellogg asked the committee to consider current rules to the Kendall County Transportation Alternatives Program (TAP), and whether there was any inclination to changing some of the regulations. Klaas provided a review of the current program, as well as a list of talking points for potential changes. The County is currently putting about 1% of the Transportation Sales Tax into the TAP Fund. Gryder asked whether the Forest Preserve was eligible. They are eligible and have already received some TAP obligations as shown on the spreadsheet that tracks TAP Funds. They would not currently be eligible for projects along the Fox River, because current rules require the projects to be along State or County Highways. Davidson warned about making the program too big. If rules are loosened, the County might be inundated with applications. He wanted to continue to keep the funds for construction only. He also wanted to keep most all of the current rules, and then if there is an exception, like Kennedy Road, they can come and petition the County. Kellogg asked what the current balance was in the TAP Fund. Klaas indicated that there is about \$60,000 in unobligated funds for 2018, as well as about \$125,000 in obligated funds from previous years. Gryder concurred that keeping most of the current rules was a good thing. The committee discussed the Collins Road Extension project, and how the County is not proposing path construction as part of the initial road construction, but would rely on the Village or the Park District to work with developers to get those facilities built. Cullick thought that the County should keep the idea of increasing TAP Funds on the radar, but also agreed that engineering and land acquisition should not be eligible. After careful consideration of the TAP rules, the general consensus of the committee was to keep current rules, consider increasing the funding at a future date, and have any agencies with projects that don't meet current eligibility criteria, come before the committee to discuss.

P.J. Fitzpatrick provided update of the Collins Road Extension Phase I Engineering progress, and also discussed project readiness and funding.

Klaas updated the committee that he was reviewing the draft report of the Galena Road Corridor Study. Also expected to receive the draft report of the WIKADUKE Trail Alignment Study by the end of this month. He also made a recommendation to the committee to spend money on resurfacing Brisbin Road as part of the Grove Road detour. After inspection of Brisbin Road, it is evident that improvements will have to be made to the road to make it sufficiently smooth and safe as a county highway detour. Expected cost for resurfacing, aggregate shoulders and striping is \$180,000. Davidson asked who would be responsible for the road during actual detour. Klaas indicated that the County would be responsible for designing, bidding, constructing and maintaining the roadway surface until the detour is no longer used. The road maintenance would then be turned back over to Village of Plattville and Seward Township. James Webb, Assistant State's Attorney, has drafted an IGA with the other agencies to delineate each agency's responsibilities. Consensus of the committee was to moved forward with agreement.

Kellogg and Gryder discussed several State projects, including I-80 improvements and Route 47 improvements between Yorkville and Sugar Grove.

Klaas reported that IDOT had completed compliance reviews for Motor Fuel Taxes and Township Bridge Program. They will be presented to County Board on 2-20-18.

Motion Cullick; second Gilmour to forward Highway Department bills for the month of February in the amount of \$248,933.10 to the Finance Committee for approval. Motion approved unanimously.

Meeting adjourned at 4:58 P.M.

Respectfully submitted,



Francis C. Klaas, P.E.
Kendall County Engineer

Action Items

1. Engineering Agreement between Kendall County and Willett Hofmann & Associates, Inc. in the amount of \$48,150 to perform NBIS inspections on County Bridges for 2018 and 2019.
2. Agreement between Illinois Department of Transportation and Kendall County providing for participation in the County Engineer's Salary Program.
3. Award bid to Bonnell Industries, Inc. in the amount of \$42,825 to provide a sign truck body with telescopic crane.
4. Resolution authorizing the posting of seasonal weight limit restrictions on certain County Highways.
5. Resolution appropriating \$650,000 of Motor Fuel Tax Funds for the resurfacing of Little Rock Road from U.S. Route 34 to Galena Road.
6. Resolution appropriating \$750,000 of Motor Fuel Tax Funds for the resurfacing of Grove Road from Illinois Route 126 to Plainfield Road.



This agreement, by and between the DEPARTMENT OF TRANSPORTATION, State of Illinois, hereinafter called the DEPARTMENT, and the COUNTY OF Kendall, of the State of Illinois, hereinafter called the COUNTY,

WHEREAS, the COUNTY has elected to use the Illinois Department of Transportation's recommended salary schedule to determine the County Engineer's annual salary and has agreed that the minimum salary shall be at least ninety-five (95) percent of the recommended salary;

WHEREAS, the COUNTY desires to transfer Federal Surface Transportation Program Funds to the DEPARTMENT in return for State funds to be used by the COUNTY to pay a portion of the County Engineer's salary, an amount not to exceed fifty (50) percent of the County Engineer's annual salary;

NOW THEREFORE, for and in consideration of the covenants and agreements herein contained, the parties agree as follows:

THE COUNTY AGREES:

- 1. That it will provide the DEPARTMENT with a resolution passed by the County Board authorizing the transfer of the COUNTY's Federal Surface Transportation Program Funds to the State for an equal amount of State Funds.
2. That it will deposit the State Funds in the County's Motor Fuel Tax account Highway Fund Account
3. That an annual resolution appropriating funds for the payment of the County Engineer's annual salary shall be submitted to the DEPARTMENT along with the resolution authorizing the amount of Federal Surface Transportation Program funds to be transferred.
4. That it will maintain, for a minimum of 3 years after the completion of the agreement, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the agreement;

THE DEPARTMENT AGREES:

- 1. That it will accept the COUNTY's Federal Surface Transportation Program funds and make an equal amount of State funds available to the COUNTY for deposit in the County's Motor Fuel Tax account Highway Fund Account
2. That payment of that State Funds to the COUNTY will be made each year upon receipt of the COUNTY's resolution transferring their Federal Surface Transportation Program funds and appropriating their Motor Fuel Tax or other funds for payment of their County Engineer's salary.

IT IS MUTUALLY AGREED:

- 1. That this agreement shall remain in full force and effect for a period of six years from the date of execution unless terminated by either party upon 30 days written notification by either party.
2. That the obligations of the STATE shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly or applicable Federal Funding source fails to appropriate or otherwise make available funds for the purpose contemplated herein.

Executed by the COUNTY this 20th day of February, 2018 Kendall County, State of Illinois, acting by and through its County Board.

BY: Chairperson of the County Board Date Typed Name of Chairperson Scott R. Gryder

Executed by the DEPARTMENT this ___ day of ___ Month, Year

APPROVED STATE OF ILLINOIS, DEPARTMENT OF TRANSPORTATION

Randall S Blakenhorn Secretary of Transportation Date BY: Priscilla A Tobias Director, Office of Program Development Date

KENDALL COUNTY

Resolution No. _____

A Resolution Providing for Spring Road Postings of Certain County Highways

WHEREAS, Kendall County Board has determined that certain county highways under their jurisdiction, by reason of deterioration, rain, snow, or other climate conditions, will be seriously damaged or destroyed unless the permissible weights of vehicles thereon are reduced; and

WHEREAS, authority has been granted to the County Board to limit the gross weight of vehicles on certain county highways by Illinois Statute 625 ILCS 5/15-316.

THEREFORE, BE IT RESOLVED, that Kendall County Board hereby reduces and restricts the gross weight of vehicles operating on the following county highways, or portions thereof, to a maximum of 12 tons gross weight, for a period not exceeding 90 days and until such time that weight limitation signs are removed by Kendall County Highway Department.

BE IT FURTHER RESOLVED, that the provisions of this Resolution shall be in full force and effect upon the erection of weight limitation signs on the following listed roads:

LIST OF POSTED ROADS – 2018

GROVE ROAD from Sherrill Road to U.S. Route 52
PLATTVILLE/CHICAGO RD. from Illinois Route 47 to Grove Road
VAN EMMON ROAD from Yorkville City Limits to Illinois Route 71
WHITEWILLOW ROAD from Illinois Route 47 to Grove Road

This resolution approved by the County Board of Kendall County, State of Illinois.

Scott Gryder – Kendall County Board Chairman

I, Debbie Gillette, County Clerk in and for said County, in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the Kendall County Board, at its regularly scheduled meeting in Yorkville, Illinois, on the _____ day of _____, A.D. 2018.

Debbie Gillette – County Clerk

(Seal)

COUNTY OF KENDALL, ILLINOIS
FACILITIES MANAGEMENT COMMITTEE
MEETING MINUTES
THURSDAY January 4, 2018

Committee Chair Bob Davidson called the meeting to order at 4:00 p.m.

Roll Call: Members Present: Bob Davidson, Matt Kellogg, Tony Giles, Judy Gilmour
Members Absent: Audra Hendrix

With enough members present, a quorum was formed to conduct business.

Others Present: Facilities Management Director Jim Smiley, County Administrator Scott Koppel, Andrez Beltran, Economic Development Coordinator.

Approve any changes to the County Board Approved December 4, 2017 Facilities Committee Meeting Minutes – there were no changes to the December 4, 2017 minutes; Member Gilmour made a motion to approve the minutes, second by Member Giles. **With all present members voting aye, the minutes were approved.**

Public Comment – None

Old Business/Projects

1. *Healy Bender, 111 W. Fox St. Part I Analysis* – Director Smiley informed the Committee that two (2) half day meetings have been set up with the department heads for next Wednesday and Friday.
2. *Establish a policy for Requests to Film on County Properties* – Mr. Beltran, Economic Development Coordinator made the requested changes to separate the Educational and Non-Profit Entities to the policy and presented it to the Committee. Mr. Beltran also stated that definitions were added to clarify what is considered Educational and Non-Profit Entities. The Committee directed Mr. Beltran to adjust the Certificate of Insurance amounts and requirements, clarify verbiage on various parts of the document, along with the requested modifications. This will be brought back before the Committee at the next meeting.
3. *Enernoc – Program on using Backup Generators in Critical demand Situations* – Mr. Smiley stated that the contract was forwarded to the SAO for review. Jim received back the verbiage changes and further discussed them with Chris Childress from Progressive Energy and Jim Watt from the SAO. Mr. Childress informed the Committee that NRG Curtailment Solutions agreed to the verbiage changes. Jim resent the final copy to SAO for final approval. Jim stated as of now he hasn't received the response but anticipates it to be finalized from the SAO shortly.
 - a. *Approve contract with NRG Curtailment Solutions to serve as the Kendall County Demand Response provider to go forward to the County Board for approval* – Motion by Member Kellogg to send the contract with NRG Curtailment Solutions to serve as the Kendall County Demand Response provider to the County Board for approval. Second by Member Gilmour. **All members present voting aye. Motion Carried.**
4. *Public Safety Center TTY/TTD Phone for Booking* – Jim stated that the phone that Facilities had will not work; booking needs a phone that the person can type into. Mr. Smiley stated that the cost of the phone and installation is approximately \$750.00. The Committee stated that the funds need to come from the Public Safety Center if the project is to move forward.
5. *PSC H.V.A.C. & Controls Improvements RFB Bids* –
 - a. *State's Attorney review of U.S. Communities Statue* – Director Smiley stated that he reviewed his files on this issue from 2016 and found that ASA David Berault recommended a different state statue but also stated that as long as the state statue for the U.S. Communities complied, Kendall

County would be able use it. Mr. Smiley stated that the current review has been assigned to ASA Watt and that Jim forwarded all the documents from the original review from 2016 as well. Jim believes the review will be complete to bring before the Committee at the February meeting.

6. *LED lighting for Courthouse* – Director Smiley informed the Committee that all the bulbs have been received from all suppliers. Jim stated that the process has begun to install the bulbs. **Project Complete.**
7. *County Office Building Window Replacement Project* – Mr. Smiley stated the windows are ordered and planned to be installed in the spring as weather permits.

New Business/Projects

1. *Chairman's Report* – Chairman Davidson stated in a meeting with Jim and Dr. Tokars at the Heath Department she inquired about future projects and sidewalk repairs. Chairman Davidson is also requesting that Jim look into motion detection light switches in the County Office Building. Mr. Davidson also stated that the money from demand response and if the solar panel project move forward; he would like to see some of the money be set aside for buildings maintenance and grounds and not used in the general fund.
2. *County Office Building Memorial Garden* – Jim stated that he was asked to add this project from 2015 on the agenda. The Committee reviewed the plan and directed Mr. Smiley to display the plaque along with the existing plaque on the grounds instead of installing the proposed design.
3. *Courthouse Generator Circuit Breaker Issue* – Director Smiley stated during a weekly generator test by KCFM staff; the main 1000 amp circuit breaker would trip when they attempted to transfer the load. An adjustment was made on the settings, the system was tested and it appears to be working. **Project Complete.**
4. *Approve 48-month contract extension with CenterPoint Energy for Natural Gas for Kendall County facilities in an amount to not exceed 33.5 cents per therm.* – Chris Childress from Progressive Energy informed the board the results of the utilities RFB. Motion by Member Gilmour to approve 48-month contract extension with CenterPoint Energy for Natural Gas for Kendall County facilities in an amount to not exceed 33.5 cents per therm. to COW second by Member Kellogg. **All members present voting aye. Motion Carried.**
5. *Phone Circuit RFB* – Jim informed the Committee that the Invitation to Bid for the phone line and circuits will publish next Thursday with bids due on Friday January 19, 2018. Mr. Smiley is anticipating to have results by next meeting and add to the County Board meeting on February 6, 2018

Staffing/Training/Safety

- *Reportable Labor Hours* – Reports were included in the packet.

Other Items of Business

- *CMMS Charts* – Reports were included in the packet for:
 - Reported versus Completed Work Orders Reported by Building Current Month
 - Work Orders by Work Type Current

Questions from the Media – None

Executive Session – None

Adjournment – Chairman Davidson asked if there was a motion to adjourn. Member Gilmour made a motion to adjourn the meeting, second by Member Giles. **With all members present voting aye, the meeting adjourned at 5:11 p.m.**

Respectfully submitted,

Christina Wald
Administrative Assistant

COUNTY OF KENDALL, ILLINOIS
FACILITIES MANAGEMENT COMMITTEE
MEETING MINUTES
MONDAY February 5, 2018

Committee Chair Bob Davidson called the meeting to order at 4:02 p.m.

Roll Call: Members Present: Bob Davidson, Matt Kellogg, Audra Hendrix,
Members Absent: Tony Giles, Judy Gilmour

With enough members present, a quorum was formed to conduct business.

Others Present: Facilities Management Director Jim Smiley, County Administrator Scott Koppel, Andrez Beltran, Economic Development Coordinator.

Approve the January 4, 2018 Facilities Committee Meeting Minutes – there were no changes to the January 4, 2018 minutes; Member Kellogg made a motion to approve the minutes, second by Member Hendrix. **With all present members voting aye, the minutes were approved.**

Public Comment – None

Old Business/Projects

1. *Healy Bender, 111 W. Fox St. Part I Analysis*
 - a. *Department Meetings* – Director Smiley informed the Committee that Healy Bender conducted interviews with all the department heads on January 10th and 12th. Jim said that Healy Bender will be back the week of February 12th to meet with Chairman Davidson, County Administrator Koeppel and Director Smiley to discuss preliminary findings. Mr. Smiley also stated that after this meeting Healy Bender and their Security consultant will meet with elected officials and department heads to discuss security concerns.
 - b. *Establish a policy for Requests to Film on County Properties* – Andrez Beltran, Economic Development Coordinator stated that changes have been made as requested by the Committee. Motion by Member Kellogg to send the Policy for Requests to Film on County Properties to the State’s Attorney’s Office for review. Second by Member Hendrix. **All members present voting aye. Motion Carried.**
2. *PSC H.V.A.C. & Controls Improvements RFP Bids*
 - a. *State’s Attorney review of U.S. Communities Statute* – Director Smiley stated that Assistant State’s Attorney Webb review of the U.S. Communities Statue included looking into another Illinois state for Joint Purchasing. ASA Webb informed Jim that the U.S. Communities website shows several Illinois State Agencies utilizing the services of this program. Mr. Webb also stated that according to the statute as long as the lead agency utilized competitive bidding and followed their own laws, purchasing under section 3 of the joint purchasing act could be allowed. ASA Webb also stated to Jim that there is not much guidance on using programs like this and it is ultimately, up to the Committee and the County Board to decide whether to participate in the program.
 - b. *Review Trane’s quote based on U.S. Communities Statute* – Mr. Smiley informed the Committee that the quote received from Trane was to replace the three existing units with a Chilled Water

System. Mr. Smiley stated that upon review of the quote he found some items included in the original request for purchase were not included on the Trane quote. Trane has submitted an updated quote to Director Smiley. The initial Trane quote is for \$612,146.00. The optional items total is for \$130,062.00. Director Smiley believes that some of these items can be removed from the option list to bring the total cost down. Kendall County has \$600,000.00 in the 2018 capital budget. Motion by Member Hendrix to present the Trane's quote to the next Committee of the Whole meeting followed by the finance meeting. Second by Member Kellogg. **All members present voting aye. Motion Carried.**

3. *Approve 48-month contract extension with CenterPoint Energy for Natural Gas for Kendall County facilities in an amount to not exceed 33.5 cents per therm.* – Director Smiley stated this was discussed at the last Committee of the Whole meeting and is placed on the County Board agenda for the Tuesday, February 6, 2018 meeting.

4. *Phone Circuit Invitation to Bid*

a. *Review bid results* – Mr. Smiley stated that Call One, our current carrier was the lowest bidder.

New Business/Projects

1. *Chairman's Report* – Chairman Davidson has no report at this time.

2. *Review Dr. Tokars request for lobby improvements at the Health & Human Services facility* – Dr. Tokars addressed the Committee requesting a front desk security glass build out for the front counters at the Health and Human Service facility. Motion by Member Kellogg to bring to finance to approve financing for the Health Department front counter improvement not to exceed \$20,000.00. Second by Member Hendrix. **All members present voting aye. Motion Carried.**

3. *Approve sending 1-year contract with Call One for the Centrex Phone Circuits in the amount of \$9.00 per month base price plus usage to the County Board for approval* – Mr. Smiley stated this item is on the County Board agenda for the February 6, 2018 meeting.

4. *Solar RFQ*

a. *Discuss qualification submittals* – Chris Childress of Progress Energy informed the Committee that this project was in the news and on the County website plus 80 Solar companies were sent the RFQ, 14 attendees present for the site visit. 9 responses were received and the top 2 submittals were GRNE and Forefront Solar. According to the Progressive Energy review done on behalf of Kendall County.

b. *Select area for Solar Field* – Motion by Member Kellogg to select option 1b, the South Parcel for Behind the Meter Solar Field and use the retention pond as a Community Solar Field. Second by Member Hendrix. **All members present voting aye. Motion Carried.**

c. *Recommend vendor for Solar Field* – Motion by Member Kellogg to approve GRNE as the vendor for the Behind the Meter Solar Field. Second by Member Hendrix. **All members present voting aye. Motion Carried.** The Committee has approved the Vendor and the Location of the Solar fields and is requesting that Chris Childress present the information to the next Committee of the Whole and Finance Meetings on February 15, 2018.

d. *Authorize State's Attorney's Office review of Solar Field vendor's contract* – Motion by Member Hendrix to send the GRNE contract to the State's Attorney's Office for review. Second by Member Kellogg. **All members present voting aye. Motion Carried.**

5. *Public Safety Center & Crime Stopper phone line conversion* – Director Smiley stated that the final phase of a multi year plan to decommission the old phone system at the Public Safety Center phone lines from analog to digital was completed on January 17, 2017 with no issues. **Project complete.**

6. *Approve State's Attorney's Office review of Landscaping Invitation to Bid* – Mr. Smiley was directed by the Committee to change the terms of the Landscaping Invitation to Bid to a 3 year contract with a 1 year extension option. Motion to approve a 3 year contract with 1 year extension option and forward the Invitation to Bid to the State's Attorney's Office for review by member Kellogg. Second by Member Hendrix. **All members present voting aye. Motion Carried.**
7. *Bailiff Office Construction* – Director Smiley informed the Committee that construction started mid-January to create a new Bailiff's Office in the Courthouse. Drywall installation is completed and the taping is expected to be done over the next couple of weeks. Mr. Smiley stated that the project is expected to be completed by late February or early March.
8. *Phone addition in Probation* – Jim stated that an additional phone and phone line was requested by Probation. Jim set up the programming with our vendor and the phone was installed on February 1st. **Project Completed.**

Staffing/Training/Safety

- *Reportable Labor Hours* – Reports were included in the packet.

Other Items of Business

- *CMMS Charts* – Reports were included in the packet for:
 - Reported versus Completed Work Orders Reported by Building Current Month
 - Work Orders by Work Type Current

Questions from the Media – None

Executive Session – None

Adjournment – Chairman Davidson asked if there was a motion to adjourn. Member Hendrix made a motion to adjourn the meeting, second by Member Kellogg. **With all members present voting aye, the meeting adjourned at 5:47 p.m.**

Respectfully submitted,

Christina Wald
Administrative Assistant



KENDALL COUNTY
ANIMAL CONTROL

Wednesday, January 24, 2018 at 8:30AM
Historic Courthouse, East Wing Conference Room
109 W. Ridge Street, Yorkville, IL

MEETING MINUTES

Call to Order – The meeting was called to order by Committee Vice Chair Lynn Cullick at 8:35a.m.

Roll Call

Committee Members Present: John Purcell – aye, Lynn Cullick - here, Matt Prochaska – present, Matt Kellogg – here. **With four members present, a quorum was established to conduct committee business.**

Member Flowers was absent from the meeting

Others present: Scott Koeppel, Laura Pawson

Approval of Agenda – Motion made by Member Purcell to approve the agenda, second by Member Prochaska. **With four members in agreement, the motion carried.**

Approval of Minutes – Motion made by Member Purcell, second by Member Kellogg with an amendment to the second page to read: *Member Kellogg left the meeting at 9:00a.m., before the discussion regarding puppy mills and supporting a state proposed measure that would prohibit pet store operators from selling a dog, cat, or rabbit acquired from a commercial breeder.* **With four members in agreement, the minutes were approved with the amendment.**

Monthly Report – Laura Pawson reviewed the census report with the committee. Written reports provided.

Available Dogs for Adoption: 6

Available Cats for Adoption: 9 (7 cats, 2 kittens)

Bite Report – Total: 14 (2 cats, 12 dogs)

Visitors viewing animals for December 2017 - 85

Events/News

Thursday, January 25th – The Law Office Fundraiser, Yorkville, 6:00p.m.-9:00p.m.

Saturday, February 10th – Pet Supplies Plus Adoption Event, 11:00a.m.-2:00p.m.

Thursday, February 22nd – Volunteer Orientation, 6:30p.m.-8:30p.m.

Weekly “Pet of the Week” ad in Shaw Media Newspapers
Monthly adoption appearance on WSPY Television

Operations Report

- a. “Meet your Match” Adoption Event for February – Member Purcell made a motion to approve the proposed half-price adoption fee for the month of February, second by Member Kellogg. **With four members voting aye, the motion carried.**
- b. Update on Vicious Dog Case – Ms. Pawson updated the committee on the case of a Doberman viciously attacking a small child. There were problems in serving the owner, and while waiting for the case to go before the court system, the dog attacked another person, mauling them in the face. The case finally went to Court, the owner was fined \$100, and was ordered to euthanize the dog. **The case was closed as of January 16, 2018.**

Accounting Report

- a. December 2017 Accounting Report – The committee reviewed the written report provided.
- b. January 2018 Accounting Report - The committee reviewed the written report provided.

Mr. Koeppel stated that part of the original Trailer Lease agreement included a warranty for the first-year, and the County’s intent to purchase the trailer the second year. Because the committee chose to continue leasing the trailer in the second year, there is no longer an active warranty, and the County is now responsible for any and all repairs. After evaluation by Acton Mobile, it was determined that the trailer was sagging in the middle, and would need to be re-leveled to correct the issue. Facilities has made provisions for temporarily locking the doors, until the trailer is re-leveled. Ms. Pawson stated that the estimated cost for re-leveling is \$625.00. The committee asked that Ms. Pawson coordinate with Mr. Smiley, and contact Acton Mobile to ensure that there is a warranty on any re-leveling work done. **There was consensus by the committee to have the repairs done as quickly as possible, using maintenance/operation funds.**

Old Business

Approval for the Advertising of Low Income Spay/Neuter Voucher Program – Ms. Pawson provided the pricing for spay/neuter program advertising, and asked the committee for approval to advertise the program to the community. Discussion on the cost for advertising in the Shaw Media newspapers, and the advertisement size. Ms. Pawson said that they would be using the Pet Population Control fund, and stated that the program will provide free spay or neutering, and rabies inoculation to Kendall County residents that are on Social Security, Disability or the Link Program. The resident is responsible for the rabies tag purchase at the time of service. **There was consensus by the committee to do a ½ page advertisement for a two-week trial period and report the number of response because of the ad at the February meeting.**

Discussion of the Dog Running at Large Ordinance – Ms. Pawson reported she met with Chief Deputy Peters and Deputy Commander Langston regarding proposed changes to the County ordinance. The Sheriff’s office was in support of the proposed changes that would be more responsibility onto Animal Control. Ms. Pawson will meet with the Assistant State’s Attorney Anne Knight, Sheriff’s Office Chief Deputy Peters and Deputy

Commander Langston in the next few weeks regarding the issue and additional suggestions for the ordinance. Ms. Pawson will continue to update the committee on the progress.

New Business - None

Executive Session – Not needed

Action Items for the County Board - None

Public Comment – None

Adjournment – Member Purcell made a motion to adjourn the meeting, second to the motion by Member Prochaska. **With all in agreement, the meeting was adjourned at 9:24a.m.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant & Recording Clerk

KENDALL COUNTY ILLINOIS

Economic Development Committee

Meeting Minutes
Friday, November 17, 2017

Call to Order

The meeting was called to order by Chair Audra Hendrix at 9:06 a.m.

Roll Call

Committee Members Present: Chair Audra Hendrix, Lynn Cullick, Matt Kellogg, Scott Gryder
Committee Members Absent: Elizabeth Flowers,

Staff Present: Andrez Beltran, Economic Development and Special Projects Coordinator; Matt Asselmeier, Senior Planner; Scott Koeppel, Acting County Administrator
Members of the Public:

Approval of Agenda – Member Cullick made the motion to approve the agenda. It was seconded by Member Kellogg. **Approved 4-0.**

Approval of Meeting Minutes – Member Cullick made a motion to approve the meeting minutes from the October 20 meeting. Seconded by Member Gryder. **Approved 4-0.**

Committee Business

Discussion of Future Land Use Along Illinois Route 47 South of Yorkville to County Line as requested by the Regional Planning Commission

Senior Planner Matt Asselmeier stated that the Regional Planning Committee is looking into future land use on the South Route 47 Corridor from Route 71 to the County Line. As part of that, the RPC asked for input from the Economic Development Committee for future economic use in the area.

The Committee discussed possible uses for the area. There were concerns over water and sewer, as any building over approximately 5,000 square feet start needing additional fire mitigation measures. The Committee was also concerned with any use that could hinder flow of traffic, as Route 47 is currently one of the few four lane highways through the County. In addition, Sherrill Road improvements would help with the flow from Interstate 80. Finally, there is a mining potential in the area, but they did not know exactly where that could be. Mr. Asselmeier stated he was researching the possible location for inclusion.

The Committee recommended that the use look towards manufacturing, warehousing, and agribusiness for the future. In addition, they recommended having outer roads to reduce the number of curb cuts and traffic devices. The committee also noted that the land down there that was for sale was priced for non-agricultural sale rather than agricultural. They did note that this use would be highly dependent on water and sewer infrastructure extended from a municipality, either Lisbon or Morris.

Mr. Asselmeier thanked the Committee for their input. He noted that he would take the suggestions to the Regional Planning Commission on November 29 at 7:00 p.m.

KENDALL COUNTY ILLINOIS

Economic Development Committee

Approval of an Ordinance Suspending Implementation of the 2017 Revolving Loan Fund Recapture Strategy Adopted by Ordinance 17-19 and Reinstating the 2006 Kendall County Revolving Loan Fund Recapture Strategy Previously Approved by the Illinois Department of Commerce and Economic Opportunity

Chair Hendrix wanted to add an automatic review and reinstatement to the Ordinance after the conflicting administrative codes were removed. The Committee discussed the wording but were concerned over who would determine that the conflict was removed. Instead, the Committee decided on limiting the suspension until June 30, 2018 with an automatic review at the Economic Development Committee meeting in June 2018.

Member Cullick amended the motion to Approval of An Ordinance Suspending Implementation of the 2017 Revolving Loan Fund Recapture Strategy Adopted by Ordinance 17-19 and Reinstating the 2006 Kendall County Revolving Loan Fund Recapture Strategy Previously Approved by the Illinois Department of Commerce and Economic Opportunity until June 30, 2018, and placing an agenda item on the June 2018 Economic Development Committee to revisit and review this Ordinance. Member Gryder seconded. **Approved 4-0**

Discussion: Strategic Planning

The Economic Development Committee agreed to postpone this item until the next meeting.

Updates and Reports

Revolving Fund Loans

- *Monthly Loan Statements*

Mr. Beltran stated that there is currently approximately \$1.7 million dollars available to loan. Currently all loans except Lucky Beef and Dog's is current. Mr. Manfre has been notified by email that his payments are overdue.

Chairwoman's Report - None

Public Comment – None

Executive Session - None

Adjournment

At 9:59 a.m., Member Cullick made to adjourn. Member Kellogg seconded. With no objection, the meeting adjourned.

Respectfully Submitted,

Andrez P. Beltran
Economic Development and Special Projects Coordinator

KENDALL COUNTY ILLINOIS

Economic Development Committee

Meeting Minutes
Friday, January 19, 2018

Call to Order

The meeting was called to order by Chair Audra Hendrix at 9:05 a.m.

Roll Call

Committee Members Present: Chair Audra Hendrix, Lynn Cullick, Matt Kellogg (arrived 9:06, departed at 10:20), Scott Gryder

Committee Members Absent: Elizabeth Flowers,

Elected Officials Present: Kendall County Treasurer Jill Ferko

Staff Present: Andrez Beltran, Economic Development and Special Projects Coordinator; Scott Koepfel, Acting County Administrator

Members of the Public: City of Sandwich Mayor Rick Olson, Sandwich Economic Development Corporation Executive Director Jim Teckenbrock, Montgomery Economic Development Corporation Executive Director Charlene Fiore-Coulombe

Approval of Agenda – Member Cullick made the motion to approve the agenda. It was seconded by Member Gryder. **Approved 3-0.**

Approval of Meeting Minutes – Member Gryder made a motion to approve the meeting minutes from the October 20 meeting. Seconded by Member Cullick. **Approved 3-0.**

Committee Business

Sandwich Former Waterpark Property

Mr. Beltran stated that the former Water Park property in Sandwich, located in the Timber Creek development, is a current development challenge for the City. Since 2010, no taxes have been paid on the property. He continued that the back taxes are about \$480,000, with an estimated market value \$839,199, and an estimate by a developer that redevelopment would cost \$600,000. This places estimated redevelopment of the site at \$1.92 million. He stated Mayor Rick Olson wanted to come to the Committee to ask for collaboration in making the property productive.

Mayor Olson stated that the property has sat vacant since 2010, and that the previous and current owners did not have the proper bonds to cover the cost if abandoned. After being abandoned, the City of Sandwich had to spend money to make it environmentally safe. He also is concerned that the back taxes is preventing the development of the property. There has been no interest in the property since he has come into office. He is hoping the County can help find a collaborative solution.

The Committee agreed that it was a concern of theirs, and they wanted to help get the property back to being a productive parcel. The Committee instructed staff to work with the City of Sandwich and other taxing bodies as well as departments and offices at the County to see if there was a solution to the problem.

KENDALL COUNTY ILLINOIS

Economic Development Committee

Development Challenges in Kendall County

Mr. Beltran had briefed the Committee earlier of a possible trucking company looking to locate near the Caterpillar site. This would have been a \$14 million dollar investment. However, development costs of the site were too high for the company. Charlene Fiore-Coulombe of Montgomery EDC was the lead on the project, and Mr. Beltran asked her to speak to the development advantages and challenges in the area.

Ms. Fiore-Coulombe stated that there are challenges in the County. Utility access is not as prevalent in as in competing areas, and to gain access it can have significant costs. Interstate access is another challenge due to distance. In addition, finding existing building stock that is up to date can also be a difficulty, as renovation costs can be expensive.

Ms. Fiore-Coulombe did state that there are many benefits in the County. Specifically, there is no impact fee for vehicles unlike in other Counties. In addition, though the building stock is not as prevalent as other areas, greenfields are easily developable and prices are cheaper than nearby competitors. The biggest advantage, though, is that the elected officials and economic development personnel in the County are willing to work with companies to help them locate and expand here.

The Committee thanked Ms. Fiore-Coulombe for her time and insights.

Lucky Beef and Dog's Loan

Mr. Beltran that on January 1, Lucky's Beef and Dogs announced their closing on Facebook. As to date, they have still has not made any payments past the first. With closing, the violated section 5 of the mortgage provision.

The Committee agreed that it was unfortunate, but said they needed to move forward. Member Kellogg made the motion to direct staff to move forward with the steps to take legal action. Member Cullick agreed. Chair Hendrix called for a rollcall vote. Kellogg- aye, Cullick – aye, Gryder – aye, Hendrix – aye. **Approved 4-0.**

Member Kellogg left the meeting at 10:06 a.m.

Tax Abatement forms and scoring

Mr. Beltran stated there has been a number of inquiries about property tax abatement for projects. The last tax abatement given was for Wrigley' expansion in 2014. Standard applications, forms, and formulas for abatement had been created, but were never officially adopted by the Committee.

The Committee thanked Mr. Beltran and stated they would look them over for the next Economic Development Committee meeting.

Strategic Plan

Mr. Beltran stated staff wanted to bring the discussion back to the Committee for a final look. If there are no revisions, in February, a draft Strategic Plan will be brought to the Committee to review.

KENDALL COUNTY ILLINOIS

Economic Development Committee

Updates and Reports

Revolving Fund Loans

- *Monthly Loan Statements*

Mr. Beltran stated that there is currently approximately \$1.7 million dollars available to loan. Currently all loans except Lucky Beef and Dog's is current.

Update: Current TIFs in Kendall County

Mr. Beltran stated he attended the annual Joint Review Board for the TIF districts in Montgomery and Yorkville. The Montgomery TIF was started in 2006 and has 13 years left. It is located at U.S 30 and Fifth Street on the north side between Farm and Fleet and Sam's Club. 2017 TIF revenue was \$39,630 with a fund balance of \$93,228.

He also attended the two Yorkville TIF districts JRB. The Countryside Redevelopment TIF at Route 47 and Route 34. The TIF was initiated in 2005, and has 12 years left. 2017 TIF revenue was \$215,360. Current fund balance is (\$495,754). Other items of note is that Holiday Inn was granted a \$600,000 TIF rebate, which has an estimated return on investment of 6-7 years. There are three remaining lots in the development, and no new incentives are expected to be given.

The second TIF is the Downtown TIF district. The TIF was initiated in 2006. It is located in the Downtown of Yorkville. 2017 TIF revenue was \$68,763; ending fund balance was \$97,556. Other notes was that most major projects in the TIF for the next year focus on streetscape and parking with further planning held off until/if the TIF gets extended.

Chairwoman's Report - None

Public Comment – None

Executive Session - None

Adjournment

At 10:30 a.m., Member Gryder made to adjourn. Member Cullick seconded. With no objection, the meeting adjourned.

Respectfully Submitted,

Andrez P. Beltran

Economic Development and Special Projects Coordinator