

**KENDALL COUNTY BOARD AGENDA  
ADJOURNED SEPTEMBER MEETING**

**Kendall County Office Building, Rooms 209 & 210  
Tuesday, January 2, 2018 at 6:00 p.m.**

1. Call to Order
2. Roll Call
3. Determination of a Quorum
4. Approval of Previous Month's Minutes
5. Approval of Agenda
6. Correspondence and Communications – County Clerk
7. Special Recognition
8. Citizens to Be Heard
9. Executive Session
10. Old Business
11. New Business
  - A. Approve HIDTA Writers Service Contract with Kendall County as the fiduciary agent effective January 2, 2018 through project completion in the amount of \$5,000.00
  - B. Approval of Collective Bargaining Agreement between Kendall County, Illinois, the Kendall County Sheriff and the Illinois Fraternal Order of Police Labor Council (Patrol Sergeants) from December 1, 2015 through November 30, 2019
12. Standing Committee Reports
  - A. Finance Committee
    1. Approve claims in an amount not to exceed \$ 1,737,087.67, Petit Jurors in an amount not to exceed \$2,248.80
    2. Approve Coroner claims in an amount not to exceed \$ 907.61
  - B. Administration/HR
    1. Approval of Resolution to Adopt the Annual 1,000 Hour Standard for IMRF Participation
  - C. Health & Environment
  - D. Committee of the Whole
  - E. Standing Committee Minutes Approval
13. Special Committee Reports
  - A. Kencom Executive Board
  - B. Housing Authority
14. Chairman's Report
  - Appointments  
Announcements**
15. Executive Session
16. Other Business
17. Citizens to be Heard
18. Questions from the Press
19. Adjournment

**KENDALL COUNTY BOARD  
SPECIAL MEETING  
November 27, 2017**

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 Monday, November 27, 2017 at 6:00 pm. The Clerk called the roll. Members present: Chairman Scott Gryder, Lynn Cullick, Bob Davidson, Elizabeth Flowers, Tony Giles, Judy Gilmour, Audra Hendrix, Matthew Prochaska, and John Purcell.

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

**THE AGENDA**

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

**STANDING COMMITTEE REPORTS**

**Administration HR**

**CTS Software**

Member Cullick moved to approve the contract with CTS Software for the purchase and installation of TripMaster software in the amount of \$50,912.00 to be paid from IDOT and the Community Foundation for the Fox River Valley grants. Member Hendrix seconded the motion.

The TripMaster software is a dispatch software that will be used by the Kendall Area Transit. This is a matching grant through IDOT that was matched by the Community Foundation.

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

**Finance**

**CLAIMS**

Member Cullick moved to approve the claims submitted in the amount not to exceed \$1,546,397.94 and Petit Juror Claims in an amount not to exceed \$ 871.64. Member Hendrix seconded the motion.

**COMBINED CLAIMS:** FCLT MGMT \$92,078.38, B&Z \$481.12, CO CLK & RCDR \$243.14, ELECTION \$300.90, SHRFF \$22,107.73, CRRCTNS \$14,264.58, EMA \$493.11, CRCT CT CLK \$25.00, JURY COMM \$1,384.22, CRCT CT JDG \$10,282.06, CRNR \$289.50, CMB CRT SRV \$12,006.25, PUB DFNDR \$750.00, ST ATTY \$4,935.87, TRSR \$2,694.64, EMPLY HLTH INS \$383,285.03, OFF OF ADM SRV \$7,149.02, TECH SRV \$9,376.53, CONTINGEN \$4,072.50, PRPRTY TX SRV \$31,879.71, CAP EXPND \$41,624.22, CAP IMPRV \$40,000.00, CO HWY \$17,220.61, TRNSPRT SALES TX \$670,456.95, KC TRNSPRT SLS TX \$13,200.00, HLTH & HMN SRV \$94,395.21, FRST PRSRV \$271.75, ELLIS HS \$442.92, ELLIS BRN \$200.00, ELLIS RDNG LSSNS \$85.00, ELLIS BDAY PTIES \$85.00, ELLIS WDDNGS \$110.00, HOOVER \$1,403.07, GRNDS & NTRL RSRCS \$1,041.04, ANML CNTRL EXPND \$257.45, ANML MED CR FND \$79.20, ANML CNTRL EXPS \$2,657.70, SHRFF PRV ALC CRM \$3,922.80, HIDTA \$17,362.50, CO CMSSRY FND \$99.46, COOK CO REIMB FND \$2,176.98, COOK CO REIMB FND \$568.00, CRT SEC FND \$164.27, CRNR \$1,666.05, PRBTN SRV \$14,716.76, GIS \$54.97, KAT \$306.00, EMPLY BNFT PRGM \$1,621.26, PUB SFTY \$14,216.87, ANML POP CNTRL \$1,445.82, VAC \$100.00, SHRFF VHCL FND \$4,673.98, CRNR SPCL FND \$445.91, FP BND PRCD \$4,500.00

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

**Coroner Claims**

Member Cullick moved to approve the coroner claims in the amount not to exceed \$ 2,401.46. Member Gilmour seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye except Purcell who voted present and Davidson who voted nay. **Motion carried.**

## **Fiscal Year 2017-2018 Budget**

Member Cullick moved to approve the Kendall County Fiscal Year 2017-2017 combined budgets and appropriations ordinance for all funds with revenues and transfers-in in an amount not to exceed \$66,523,454 and expenditures and transfers-out in an amount not to exceed \$80,325,000. Member Prochaska seconded the motion.

Members discussed the Health Department contribution and levy.

Chairman Gryder asked for a roll call vote on the motion. Members voting aye include Cullick, Davidson, Gilmour, Gryder, Prochaska and Purcell. Members voting nay include Flowers, Giles and Hendrix. **Motion carried 6-3.**

A complete copy of Ordinance 17-27 is available in the Office of the County Clerk.

## **Animal Control**

### **Donation**

Member Flowers moved to approve the donation from the Estate of Nancy Miller in the amount of \$2,500. Member Prochaska seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

## **OTHER BUSINESS**

Member Purcell thanked everyone for their work on the budget.

### **CHAIRMAN'S REPORT**

Chairman Gryder spoke about sending a representative from Kendall County to the annual meeting of the Joint Review Board for the Village of Montgomery regarding the US Route 30 and Fifth Street redevelopment project area. The consensus was to send someone with the county's position of no TIF district.

### **CITIZENS TO BE HEARD**

Todd Milliron thanked John Purcell for all of the work he has done on the budget and suggested he continue to abstain from the vote on the coroner's claims.

Sheriff Baird presented the board with Rockem Sockem Robots.

### **ADJOURNMENT**

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

Approved and submitted this 30th day of June, 2017.

Respectfully submitted by,  
Debbie Gillette  
Kendall County Clerk

**KENDALL COUNTY BOARD  
ADJOURNED SEPTEMBER MEETING  
December 5, 2017**

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, December 5, 2017 at 6:25 p.m. The Clerk called the roll. Members present: Chairman Scott Gryder, Lynn Cullick, Bob Davidson, Elizabeth Flowers, Tony Giles, Judy Gilmour, Matt Kellogg, Matthew 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 11/7/17. Member Kellogg seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

**THE AGENDA**

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

**SPECIAL RECOGNITION**

**Proclamation for Flag Raising**

Member Davidson moved to approve the proclamation recognizing Illinois Bicentennial Flag Raising Ceremony. Member Cullick seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of IGAM 17-40 is available in the Office of the County Clerk.

**CITIZENS TO BE HEARD**

Todd Milliron commented on the Vote by Mail application on the website, Mr. Gryder's candidate petition and the segregation of the bills for the Coroner's office.

**OLD BUSINESS**

**Motion to Reconsider**

Chairman Gryder asked if there was a motion to reconsider the letter of support for the United City of Yorkville's current downtown TIF District extension; motion can only be made by someone who voted no at the last vote on the item. Mayor Gary Golinski and Alderman Joel Frieders asked that the board reconsider. There was not a motion made to reconsider.

**Licensing Intergovernmental Agreement**

Member Flowers moved to approve the licensing intergovernmental agreement between Kendall County and KenCom with a onetime buy in cost of \$28,275.00 and annual maintenance cost through 2026 not to exceed \$55,682.06. Member Prochaska seconded the motion.

Acting County Administrator Scott Koeppel explained the licensing agreement and the following items.

Member Kellogg moved refer items (B) the approval of licensing intergovernmental agreement between Kendall County and KenCom with a onetime buy in cost of \$28,275.00 and annual maintenance cost through 2026 not to exceed \$55,682.06; (C) approval of assignment intergovernmental agreement between Kendall County and KenCom; (D) approval of attachment A to the licensing intergovernmental agreement between Kendall County and KenCom for LERMS annual maintenance cost through 2026 not to exceed \$373,960.03; and (E) review and discussion of security and operations intergovernmental agreement between Kendall County Sheriff and KenCom . Member Cullick seconded the motion.

Member Flowers withdrew the motion to approve the licensing intergovernmental agreement between Kendall County and KenCom with a onetime buy in cost of \$28,275.00 and annual maintenance cost through 2026 not to exceed \$55,682.06. Member Prochaska seconded the motion.

Chairman Gryder asked for a roll call vote on the motion to refer the items to the COW meeting. All members present voting aye except Davidson and Cullick. **Motion carried 6-2.**

## NEW BUSINESS

### HIDTA

Member Prochaska moved to approve the HIDTA Initiative Manager Service agreement with Kendall County as the Fiduciary Agent effective January 18, 2018 through January 15, 2020. Member Flowers seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

### Getac Veretos System

Member Prochaska moved to approve the Getac Veretos system as bid by Brite Computers for in car audio/video recording system RFP in an amount not to exceed \$191,524. Member Kellogg seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

### Kendall County Board Meeting Schedule

Member Prochaska moved to approve the Kendall County Board meeting schedule for 2018. Member Kellogg seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

<b>MONDAY</b>		
Admin HR	1 <sup>st</sup> Monday of the month	5:30pm
Facilities Management	1 <sup>st</sup> Monday of the month	4:00pm
Health & Environment	3 <sup>rd</sup> Monday of the month	3:00pm
Historic Preservation	3 <sup>rd</sup> Monday of the month	6:30pm
Planning, Building & Zoning	Monday of the week before 2 <sup>nd</sup> Board Meeting	6:30pm
Law, Justice and Legislation <i>Location: JAR</i>	2 <sup>nd</sup> Monday of the month	3:15pm
Special Use Hearing Officer	1 <sup>st</sup> Monday following Plan Commission Meeting	7:00pm
Zoning Board of Appeals	1 <sup>st</sup> Monday following Plan Commission Meeting	7:00pm
<b>TUESDAY</b>		
Board of Health <i>Location: HHS</i>	3 <sup>rd</sup> Tuesday of the month – no December meeting	6:00pm
County Board (1 <sup>st</sup> Mtg)	1 <sup>st</sup> Tuesday of the month	6:00pm
County Board (2 <sup>nd</sup> Mtg)	3 <sup>rd</sup> Tuesday of the month	9:00am
Forest Preserve Commission (1 <sup>st</sup> Mtg)	1 <sup>st</sup> Tuesday of the month	6:00pm
Forest Preserve Commission (2 <sup>nd</sup> Mtg)	3 <sup>rd</sup> Tuesday of the month	9:00am
Highway Department <i>Location: HWY</i>	2 <sup>nd</sup> Tuesday of the month	4:00pm
KenCom Strategic Planning <i>Location: PSC</i>	Tuesday <b>before</b> the Operations Board meeting	2:00pm
Tax Board of Review <i>Location: BOR</i>	2 <sup>nd</sup> Tuesday of the month	10:00am
ZPAC	1 <sup>st</sup> Tuesday of the month	9:00am
<b>WEDNESDAY</b>		
Administration HR	3 <sup>rd</sup> Wednesday of the month	5:30pm
Animal Control	4 <sup>th</sup> Wednesday of the month	8:30am
Forest Preserve Committee of the Whole	Wednesday of the week <b>before</b> 2 <sup>nd</sup> FP Commission	5:30pm
Forest Preserve Finance (1 <sup>st</sup> Mtg)	Wednesday of the week <b>before</b> 2 <sup>nd</sup> County Board Meeting	4:30pm
FP Operations	1 <sup>st</sup> Wednesday of the month	6:00pm
KenCom Operations BD <i>Location: PSC</i>	3 <sup>rd</sup> Wednesday of the month	2:00pm

Regional Planning Commission	4 <sup>th</sup> Wednesday of the month - no December meeting	7:00pm
Veterans Assistance CMS <i>Location: HHS</i>	1 <sup>st</sup> Wednesday of January, April, June, September & November	6:00pm
Comprehensive Land Plan & Ordinance CMT	4 <sup>th</sup> Wednesday of the month – no December meeting	5:00pm
<b>THURSDAY</b>		
Committee of the Whole	Thursday of the week <b>before</b> 2 <sup>nd</sup> County Board Meeting	4:00pm
Finance (1 <sup>st</sup> Mtg)	Thursday of the week <b>before</b> 2 <sup>nd</sup> County Board Meeting	5:30pm
Finance (2 <sup>nd</sup> Mtg)	Thursday of the week <b>after</b> the 2 <sup>nd</sup> County Board Meeting	5:30pm
Forest Preserve Finance (2 <sup>nd</sup> Mtg)	Thursday of the week <b>after</b> the 2 <sup>nd</sup> County Board Meeting	6:30pm
KenCom Executive Board <i>Location: PSC</i>	4 <sup>th</sup> Thursday of the month	5:30pm
KenCom Finance <i>Location: PSC</i>	3 <sup>rd</sup> Thursday of the month	9:00am
KenCom Personnel <i>Location: PSC</i>	3 <sup>rd</sup> Thursday of the month	8:00am
Labor & Grievance	Thursday of the week of the 2 <sup>nd</sup> County Board Meeting	5:30pm
Tax Board of Review <i>Location: BOR</i>	4 <sup>th</sup> Thursday of the month	10:00am
<b>FRIDAY</b>		
Economic Development	3 <sup>rd</sup> Friday of every month	9:00am
Merit Commission	Jan 12, April 13, Jul 13, Oct 12, 2018 & Jan 14, 2019	3:30pm

#### Liquor Ordinance

No vote taken.

#### STANDING COMMITTEE REPORTS

##### Finance

Minutes are in the packet from the November 16, 2017 and November 27, 2017 meetings.

#### STANDING COMMITTEE MINUTES APPROVAL

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

#### SPECIAL COMMITTEE REPORTS

##### Kencom

Member Gilmour stated that they will be meeting on December 28, 2017.

##### Housing Authority

Member Prochaska stated that they are opening the wait list in March 2018 and they will be submitting their scores to the Illinois Department of Housing and Urban Development.

##### Historic Preservation

Member Flowers stated that they are working on the February 21, 2018 meeting, they are reviewing the ordinance, taking farm house pictures and sending letters to congressmen asking for historic tax credits.

##### Board of Health

Member Giles reported that they will be contributing to the budget for benefits.

## Juvenile Justice Council

Member Gilmour stated that the SKY Run will be on April 21, 2018.

### CHAIRMAN'S REPORT

Chairman Gryder stated that there will be a Mayors and Managers meeting on December 6, 2018 and they will be discussing transportation issues.

### CITIZENS TO BE HEARD

Sheriff Dwight Baird strongly encouraged the board to vote on the KenCom agreements on December 19, 2017.

Alderman Chris Funkhouser from the City of Yorkville spoke about the relationship between the City and the County and the TIF District reconsideration.

### QUESTIONS FROM THE PRESS

Jim Wyman from WSPY asked why the liquor license hearing was postponed and if the Mayors and Managers meeting was open to the media and the public.

### EXECUTIVE SESSION

Member Davidson made a motion to go into Executive Session for (1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body; and (2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. Member Prochaska seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

### ADJOURNMENT

Member Prochaska 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 6th day of December, 2017.

Respectfully submitted by,  
Debbie Gillette  
Kendall County Clerk

**COUNTY OF KENDALL, ILLINOIS**  
**BUDGET & FINANCE COMMITTEE**  
**Meeting Minutes for Thursday, December 14, 2017**

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**Call to Order**

Committee chair John Purcell called the Budget and Finance Committee to order at 2:30p.m.

**Roll Call**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
John Purcell		2:48p.m.	
Lynn Cullick	Here		
Bob Davidson	Yes		
Matt Kellogg		2:50p.m.	
Matthew Prochaska	Here		

Staff Members Present: Latreese Caldwell, Scott Koepfel, Undersheriff Harold Martin, Judge Tim McCann, Judge Robert Pilmer, Jim Smiley, Nicole Swiss

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

**Approval of Claims** – Member Prochaska made a motion to forward Approval of Claims in an amount not to exceed \$\$4,488,274.44, Coroner Claims in an amount not to exceed \$961.21, Grand Juror Claims for 12/19/2017 in an amount not to exceed \$537.28, second by Member Davidson. **With three members voting aye, the claims were approved by a vote of 3-0.**

**Department Head and Elected Official Reports** - None

**Reports from Other Committees**

*Facilities* – Bob Davidson briefed the committee on the proposed contract with Progressive Energy for a solar panel field on County property. Mr. Davidson said this would save the tax payers money because it could reduce the County’s cost for electricity by thirty to forty percent. Mr. Davidson stated that a representative from Progressive Energy would present all of the information at the Committee of the Whole meeting.

*Admin HR* – Lynn Cullick updated the committee on the proposed Resolution to Adopt the Annual 1,000 Hour Standard for IMRF Participation. Discussion on the benefits of adopting the 1,000 hours, the accrual system,

**Items of Business**

- ❖ ***Law Library Budget*** – Judge McCann provided information on the term “Law Library” and what is received by the Jail, The State’s Attorney’s Office, the Judicial Office, and to the public at large (required by law to provide a system where the public can access these laws). Judge McCann stated that current fees were last set in 2004. Judge McCann updated the committee on the current decline in the fund balance, and stated that they are decreasing expenditures, and



offered several options the Board might consider to increase the revenue for that fund, including increasing the Law Library fees to \$20.00.

**Member Purcell will speak with the Circuit Clerk and ask that she provide information so that the committee can review them collectively and make decisions about the current fees for the January 11, 2018 Finance meeting.**

❖ *Discussion and Recommendations for all 2017 payable 2018 Property Tax Levies to be approved by the County Board on December 19, 2017*

- Approve Veteran's Assistance Commission Fund Levy 2017 payable 2018 in an amount not to exceed \$369,735
- Approve Tuberculosis Fund Levy 2017 payable 2018 in an amount not to exceed \$15,000
- Approve Liability Insurance Fund Levy 2017 payable 2018 in an amount not to exceed \$1,183,600
- Approve Social Security Fund Levy 2017 payable 2018 in an amount not to exceed \$1,557,201
- Approve Illinois Municipal Retirement Fund Levy 2017 payable 2018 in an amount not to exceed \$3,100,767
- Approve County Bridge Fund Levy 2017 payable 2018 in an amount not to exceed \$500,000
- Approve County Highway Fund Levy 2017 payable 2018 in an amount not to exceed \$1,500,000
- Approve Extension Education Fund Levy 2017 payable 2018 in an amount not to exceed \$187,527
- Approve Senior Citizen Social Services Fund Levy 2017 payable 2018 in an amount not to exceed \$350,000
- Approve 708 Mental Health Fund Levy 2017 payable 2018 in an amount not to exceed \$932,000
- Approve County Health Fund Levy 2017 payable 2018 in an amount not to exceed \$757,000
- Approve General Fund Levy 2017 payable 2018 in an amount not to exceed \$11,020,153

Member Prochaska made a motion to forward the item to the Board for approval, second by Member Kellogg. **With five members present voting aye, the motion carried.**

**Public Comment** – None

**Questions from the Media** – None

**Items for Committee of the Whole** - None

**Items for the County Board**

*Approval of Claims in an amount not to exceed \$4,488,274.44, Coroner Claims in an amount not to exceed \$961.21, Grand Juror Claims for 12/19/2017 in an amount not to exceed \$537.28*

*Approve Veteran's Assistance Commission Fund Levy 2017 payable 2018 in an amount not to exceed \$369,735*

*Approve Tuberculosis Fund Levy 2017 payable 2018 in an amount not to exceed \$15,000*

*Approve Liability Insurance Fund Levy 2017 payable 2018 in an amount not to exceed \$1,183,600*

*Approve Social Security Fund Levy 2017 payable 2018 in an amount not to exceed \$1,557,201*

*Approve Illinois Municipal Retirement Fund Levy 2017 payable 2018 in an amount not to exceed \$3,100,767*

*Approve County Bridge Fund Levy 2017 payable 2018 in an amount not to exceed \$500,000*

*Approve County Highway Fund Levy 2017 payable 2018 in an amount not to exceed \$1,500,000*

*Approve Extension Education Fund Levy 2017 payable 2018 in an amount not to exceed \$187,527*

*Approve Senior Citizen Social Services Fund Levy 2017 payable 2018 in an amount not to exceed \$350,000*

*Approve 708 Mental Health Fund Levy 2017 payable 2018 in an amount not to exceed \$932,000*

*Approve County Health Fund Levy 2017 payable 2018 in an amount not to exceed \$757,000*

*Approve General Fund Levy 2017 payable 2018 in an amount not to exceed \$11,020,153*

**Executive Session** – Member Kellogg made a motion to go into Executive Session for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, second by Member Cullick.

Roll Call: Member Cullick - yes, Member Purcell - yes, Member Davidson - yes, Member Prochaska – yes, Member Kellogg - yes

With five members present voting aye, the Committee entered into Executive Session at 3:26p.m. The committee entered back into

**Adjournment** – Member Prochaska made a motion to adjourn the Budget and Finance Committee meeting, second by Member Kellogg. **The meeting was adjourned at 3:36p.m. by a 5-0 vote**

Respectfully submitted,

Valarie McClain  
Administrative Assistant and Recording Secretary

**COUNTY OF KENDALL, ILLINOIS**  
**ADMINISTRATION HUMAN RESOURCES COMMITTEE**  
**Meeting Minutes**  
**Monday, December 18, 2017**

**CALL TO ORDER** - Committee Chair Lynn Cullick called the meeting to order at 5:00p.m.

**ROLL CALL**

Attendee Name	Status	Arrived	Left Meeting
Judy Gilmour	Here		
Matthew Prochaska	Here		
Lynn Cullick	Here		
Elizabeth Flowers		5:14p.m.	
John Purcell	Present		

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**um was established to conduct committee business.**

Staff Present: Jill Ferko

**APPROVAL OF AGENDA**

Motion: Member Prochaska  
 Second: Member Gilmour  
**RESULT: The agenda was approved by a 4-0 voice vote**

**APPROVAL OF MINUTES – December 4, 2017**

Motion: Member Prochaska  
 Second: Member Gilmour  
**RESULT: Approved with a Members Cullick, Prochaska and Gilmour voting aye, and Member Purcell voting nay, the minutes were approved by a 3-1 voice vote**

**DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS**

*Jill Ferko, County Treasurer/Collector* – Ms. Ferko reported that the Benefit Fairs were very successful and well attended.

Ms. Ferko also reported that her office submitted the United Health Care census last week, as well as Dental and EyeMed. They will have training this week on how to invoice themselves this week.

Ms. Ferko also reported the differences between 2017 and 2018 enrollment numbers – HMO family decreased by 11, HMO single decreased by 14, PPO family decreased by 2, PPO single decreased by 2, HSA family increased by 17, and HSA single increased by 14.

## COMMITTEE BUSINESS

- *Discussion of a County Credit Card Policy and inclusion in the Employee Handbook* – Discussion on the need for an updated credit card policy, and employee acknowledgment form agreeing to comply with County policy. Also discussion on limit amount, and uniformity of use of cards by employees. Ms. Ferko stated that she is working on the policy and a form, and will present to the committee in January or February.
- *Approval of Administrative Services Credit Card with a credit limit of \$2500.* – Discussion on need for Technology and Administrative Services to have credit cards. Member Cullick stated that Mr. Koeppel will retain his credit card for Administrative Services, and a card will be issued to the new Technology Director when applicable.
- *Approval of Resolution to Adopt the Annual 1,000 Hour Standard for IMRF Participation* – Discussion on the resolution, the ramifications, the limits, and the 780 hours worked that would make an employee eligible for benefits.

Member Gilmour made a motion to forward the item to the County Board for approval, second by Member Purcell. **With five members present voting aye, the motion carried.**  
**This item will be forwarded for the January 2, 2018 County Board meeting.**

- *Review of Employee Handbook Revisions* - **Item tabled to January 2, 2018 meeting**

## ACTION ITEMS FOR JANUARY 2, 2018 COUNTY BOARD AGENDA

- *Approval of Resolution to Adopt the Annual 1,000 Hour Standard for IMRF Participation*

**ITEMS FOR THE JANUARY 11, 2018 COMMITTEE OF THE WHOLE** – None

**PUBLIC COMMENT** – None

**EXECUTIVE SESSION** – None

## MEETING ADJOURNMENT

Motion: Member Prochaska  
Second: Member Flowers  
**RESULT: Approved with a Unanimous Voice Vote**

This meeting was adjourned at    p.m.

Respectfully Submitted,

Valarie McClain  
Administrative Assistant and Recording Secretary



**RESOLUTION TO ADOPT THE ANNUAL 1,000 HOUR STANDARD  
FOR IMRF PARTICIPATION**

IMRF Form 6.68 (Rev. 8/11)

**(Can be used only by non-school employers. Cannot be used by school districts or educational cooperatives.)**

PLEASE ENTER Employer IMRF I.D. Number

**RESOLUTION**

Number \_\_\_\_\_

WHEREAS, Section 7-137 of the Illinois Pension Code provides that effective August 12, 2011, non-school employers in the Illinois Municipal Retirement Fund may elect to exclude from participation in the Fund persons in positions normally requiring performance of duty for less than 1,000 hours per year; and

WHEREAS, the exclusion may be applicable only to persons first employed in positions under the Fund after the adoption of this resolution; and

WHEREAS, \_\_\_\_\_ is authorized by Section 7-137  
NAME OF BOARD, COUNCIL, ETC.

of the Illinois Pension Code to adopt such exclusion and it is desirable that it do so;

BE IT RESOLVED that the \_\_\_\_\_ of \_\_\_\_\_  
NAME OF BOARD, COUNCIL, ETC. EMPLOYER NAME

does hereby elect to exclude from participation in the Illinois Municipal Retirement Fund all officials and employees in positions normally requiring performance of duty for less than 1,000 hours per year;

BE IT FURTHER RESOLVED that this exclusion shall apply only to officials and employees who first occupy offices or positions under the Fund after adoption of this resolution;

BE IT FURTHER RESOLVED that the \_\_\_\_\_ is authorized and  
CLERK OR SECRETARY OF THE BOARD

directed to file a duly certified copy of this resolution with the Illinois Municipal Retirement Fund.

**CERTIFICATION**

I, \_\_\_\_\_, the \_\_\_\_\_  
NAME CLERK OR SECRETARY OF THE BOARD

of the \_\_\_\_\_ of the County of \_\_\_\_\_,  
EMPLOYER NAME COUNTY

State of Illinois, do hereby certify that I am keeper of its books and records and that the foregoing is a true and correct copy of

a resolution duly adopted by its \_\_\_\_\_ at a meeting duly convened  
NAME OF BOARD, COUNCIL, ETC.

and held on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

SEAL

CLERK OR SECRETARY OF THE BOARD

**COUNTY OF KENDALL, ILLINOIS**  
**Health & Environment Committee**  
**Monday, December 18, 2017**  
**Meeting Minutes**

**CALL TO ORDER**

The meeting was called to order by Chair Judy Gilmour at 3:00p.m.

**ROLL CALL**

Committee Members Present: Matthew Prochaska – here, Judy Gilmour – here, Tony Giles – here

**Member Purcell arrived at 3:14p.m.**

**Members Absent: Elizabeth Flowers**

Others Present: Megan Andrews, KC Soil & Water District, Steve Curatti, KC Health Department, Terri Olson, KC Health Department Community Services Director, Dr. Amaal Tokars, KC Health Department, Jenny Wold, KC Soil & Water District

**APPROVAL OF AGENDA** – Member Prochaska made a motion to approve the agenda, second by Member Giles. **With three members present in agreement, the motion carried.**

**APPROVAL OF MEETING MINUTES** – Member Prochaska made a motion to approve the meeting minutes from September 18, 2017, second by Member Giles. **With three members present voting aye, the motion carried.**

**STATUS REPORTS**

- **Board of Health** – Member Giles reported the main item was the requested benefit contribution to the County Board. Member Giles reported that the Board of Health does not meet in December.
- **Health Department** – Terri Olson, Health Department Community Health Services Director, briefed the committee on Nutritional Planning, and included information on parental influence on eating behaviors, national trends and statistics for overweight and obesity, The Health Department approach to nutrition, and include a thorough nutrition assessment and analysis of the data for each client, education on prevention, the benefits of breastfeeding, and the division of responsibility of feeding – parents have the responsibility of What, When, and Where; and the child is responsible for How Much and Whether to eat.

Ms. Olson also informed the committee about the innovative nutritional programs offered through Community Health Services, including “Sense”ational Serenity Garden, My Little Garden Children’s guide, Cooking Presentations, Educational Nutritional Classes, and Pop-Up Grocery Store (learning label nutritional facts).

- **Kendall County Soil and Water District** – Jenny Wold provided information on the nutritional newspapers that she distributes four times a year to every second grader in the County, she covers dairy operation, crop farms, food production, water sheds, water conservation, and other Ag related topics.

Ms. Wold also briefed the committee on the Teacher Workshops in the summer, and said they will now go through St. Francis College for the program.

Megan Andrews informed the committee on upcoming 2018 Conservation Cropping Seminars, and other events that will be occurring in 2018.

**OLD BUSINESS** – None

**NEW BUSINESS**

*Approval of 2018 Committee Meeting Schedule* – Member Prochaska made a motion to approve the 2018 meeting schedule as presented, second by Member Giles. **With four members present voting aye, the motion carried.**

**CHAIRMAN’S REPORT** – Member Gilmour reported that the Solid Waste Committee met in November, with approximately 20 community leaders and citizens in attendance, and several local commercial kitchens were recognized for their outstanding job in recycling.

Steve Curatti reported that some of the goals and objectives the committee is meeting and implementing include Community Outreach, Education, Legislation, Source Reduction, Recycling, and Waste to Energy.

**PUBLIC COMMENT** – None

**ITEMS FOR COMMITTEE OF THE WHOLE** – None

**COUNTY BOARD ACTION ITEMS** - None

**EXECUTIVE SESSION** – Not Needed

**ADJOURNMENT** – Member Prochaska made a motion to adjourn the meeting, second by Member Giles. **The meeting was adjourned at 3:45p.m.**

Respectfully Submitted,

Valarie McClain  
Administrative Assistant and Recording Secretary



**COUNTY OF KENDALL, ILLINOIS**  
**COMMITTEE OF THE WHOLE**  
**Thursday, December 14, 2017**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE** - The meeting was called to order by County Board Vice Chair Lynn Cullick at 4:00p.m., who led the committee in the Pledge of Allegiance to the American Flag.

**ROLL CALL**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Scott Gryder	<b>ABSENT</b>		
Lynn Cullick	here		
Bob Davidson	yes		
Elizabeth Flowers	<b>ABSENT</b>		
Tony Giles	here		
Judy Gilmour	here		
Audra Hendrix	<b>ABSENT</b>		
Matt Kellogg	here		
Matthew Prochaska	present		
John Purcell		4:44p.m.	

Others present: Matt Asselmeier, Sheriff Dwight Baird, ASA Leslie Johnson, Scott Koeppel, Jim Smiley

**COMMITTEE BUSINESS**

- *Presentation on Demand response using County Generators by Arnie Schramel of Progressive Energy* – Mr. Schramel briefed the committee on the Demand Response using County Generators, the types of programs offered, the history of mandatory emergency events, the demand response providers, the revenue projection and recommended next steps. **After a voice vote, there was consensus by the committee to forward the item to the County Board for approval at the January 2, 2018 meeting.**
- *Presentation on installing Solar Field to provide power for County Properties by Arnie Schramel of Progressive Energy* – Mr. Schramel stated that the County would lease the field to a third party for 20-years, who would build and maintain the solar field. Mr. Schramel also reported that the County would need to obtain a special use permit from the United City of Yorkville to construct a solar field on any of its property.

Discussion on the benefits to the County and tax payers, the benefit of a third party building and maintaining the field versus the County building and maintaining it, and the cost savings on electricity for the County if a solar field was built.

Member Davidson said the County could potentially see a savings of 30-40 percent with the solar field installation, which could potentially equal about \$125,000 annually. Mr. Schramel informed the Committee of ComEd Rebates for Solar fields that could equal 10

percent savings, and IPA Incentives that might be available for 30 percent additional savings in reference to Member Davidson's earlier statement.

**There was consensus by the Committee for the Facilities Committee to continue researching the project and report back to the COW in January.**

- *Approval of Licensing Intergovernmental Agreement between Kendall County and KenCom with a Onetime buy in cost of \$28,275.00 and annual maintenance cost through 2026 not to exceed \$55,682.06 – Scott Koeppel reviewed the agreement on the item. **The item will go to the County Board for approval at the December 19, 2017 Board meeting.***
- *Approval of Assignment Intergovernmental Agreement between Kendall County and KenCom – Scott Koeppel reviewed the agreement with the committee. **The item will go to the County Board for approval at the December 19, 2017 Board meeting.***
- *Approval of Attachment A to the Licensing Intergovernmental Agreement between Kendall County and KenCom for LERMS annual maintenance cost through 2026 not to exceed \$373,960.03 - Scott Koeppel briefed the committee on the proposed agreement. Mr. Koeppel reported that the Kendall County costs will decrease with the addition of the Village of Montgomery. **The item will go to the County Board for approval at the December 19, 2017 Board meeting.***
- *Review and Discussion of Security and Operations Intergovernmental Agreement between Kendall County Sheriff and KenCom – Mr. Koeppel reported that the he and the Sheriff met and reviewed the agreement, and that it has also been reviewed by the State's Attorney's Office. Both Koeppel and Sheriff Baird were in favor of the Board approving the agreement. **The item will be forwarded to the County Board for approval at the December 19, 2017 meeting.***
- *Discussion on Streamlining the Zoning Process – Boards & Commissions Review Ad Hoc Committee – Matt Asselmeier, PBZ Senior Planner explained the proposed streamlining to the Zoning Process, which would make it more efficient for citizens to proceed with projects, and reduce the number of committee's that aa citizen must appear before. Discussion on the current process and the proposed changes. **There was consensus by the committee to forward the item to the County Board for approval at the December 19, 2017 Board meeting.***

**PUBLIC COMMENT** – None

**QUESTIONS FROM THE MEDIA** – None

**CHAIRMANS REPORT** – No report

**REVIEW BOARD ACTION ITEMS** – Vice Chair Cullick asked the committee to review the agenda for any updates or changes. Judy Gilmour asked that the KenCom Agreements be added to the agenda. Mr. Purcell asked that the Levies also be included on the agenda.

**EXECUTIVE SESSION** Member Prochaska made a motion to enter into Executive Session for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, and for the purpose of collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, and for the purpose of litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal; second by Member Kellogg.

Roll Call: Member Purcell – yes, Member Giles – yes, Member Gilmour – yes, Member Cullick – yes, Member Davidson – yes, Member Prochaska – yes, Member Kellogg - present

With seven members present voting aye, the committee entered into Executive Session at 5:07p.m.

The committee reconvened in Open Session at 5:38p.m.

**ADJOURNMENT** – Member Prochaska moved to adjourn the meeting at 5:39p.m., Member Davidson seconded the motion. **The motion was unanimously approved by a 7-0 voice vote.**

Respectfully Submitted,

Valarie McClain  
Administrative Assistant and Recording Secretary